



2014/15 DRAFT ANNUAL REPORT VOLUME ONE

30 June 2015

uMfolozi Municipality

"To provide Service Delivery that creates a better life for all people of uMfolozi Municipality by creating an economically viable and sustainable development."

Glossary

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give “ <i>full and regular</i> ” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “ <i>what we do</i> ”.
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are “ <i>what we use to do the work</i> ”. They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	<ul style="list-style-type: none"> • Basic Service Delivery & infrastructure • Local Economic development • Municipal Transformation and Institutional Development • Financial Viability and Management • Good Governance and Public Participation • Cross cutting Intervention
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are “ <i>what we wish to achieve</i> ”.
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as “ <i>what we produce or deliver</i> ”. An output is a concrete achievement (i.e.

	a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	<p>One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a “vote” as:</p> <p><i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

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Chapter 1 – Mayor’s Foreword and Executive Summary

A. Foreword from His Worship, the Mayor



The Annual Report presents an opportunity to take stock and account to the people of uMfolozi on the manner in which this council conducted its business from the start of the financial year to year end. It is with great honour and privilege that I present the 2014/15 Annual Report.

On the service delivery front, the municipality has made remarkable strides towards transforming the community of uMfolozi. We are proud and exuberant to report that we have continued to provide new and additional services to the people of uMfolozi, an example of such would be; access roads, Community Halls, Sports fields and high mast lights.

In all our operations and dealings, value for money and transparency remains the basic principle of our business. We are unshaken in our belief and behaviour to fight corruption and fraud, and we continuously appeal to the community to blow the whistle whenever they suspect or perceive any such acts of fraud.

It is with great pleasure that the support that the municipality as an institution has received in our community is as a result of the role that we all play in making this council the best council. My sincere thanks and gratitude to the Deputy Mayor, Speaker, Exco Members, Councillors, Municipal Manager, the Directors and the entire staff members. I wish to thank Traditional Leaders, Business Community, Government Departments and all the Stakeholders in making our Municipality a better place to live and work and fulfilling our slogan which states *“To provide service delivery that creates a better life for all people of uMfolozi Municipality by creating an economically viable and sustainable development.”*

Thank you

**CLLR SW Mgenge
His Worship, the Mayor**

B. Executive Statement from the Municipal Manager



In accordance with the Municipal Finance Management Act (MFMA), and the Municipal Systems Act of 2000, every municipality and municipal entity must prepare an annual report for each financial year. The purpose of the annual report is:

- To provide a record of the activities of the municipality;
- To provide a report on performance in service delivery and budget implementation; and
- To promote accountability to the local community.
- To promote transparency in all municipal related practices.

It is with this background that we have the honour of presenting the Annual Report of the uMfolozi Municipality for the 2014/15 financial year. This report contains various reports and documentation which relates to the functionality and financial wellbeing of the municipality, these documents include the financial statements and related financial information, the Annual Performance Report and the service delivery action plan, amongst others (as indicated in the Annual Performance Report).

In this financial year, the Council and Management of uMfolozi Municipality have really put more effort into ensuring that everyday processes of operation are such that when the auditing period is upon us, we are not found wanting. We have drummed it into the conscience of all Councillors and staff to aim for a Clean Audit report and therefore we have generated all our efforts towards the achievement of this goal, this we have done without compromising any phenomenon of service delivery.

Performance Management is gradually improving as compared to 2013/14 financial year. Two Performance assessments have been conducted as there have been minor challenges, however, action plans are in place to combat such challenges and safeguard them from happening in the next financial year.

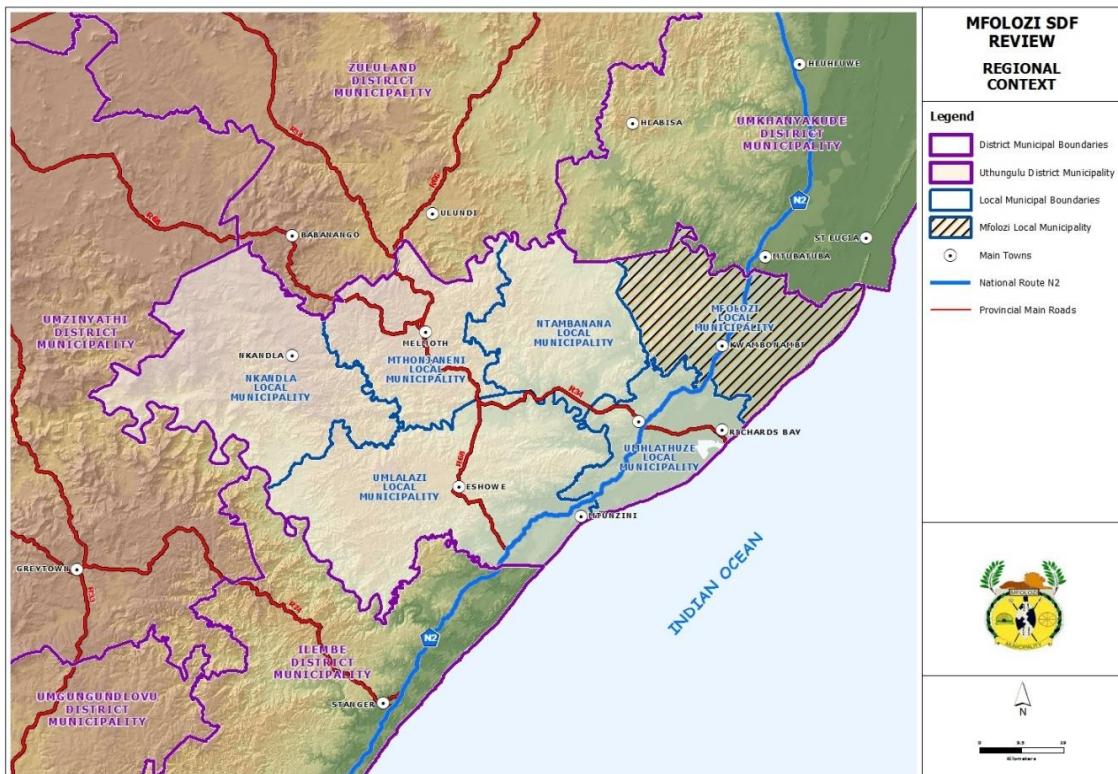
In closing, we would like to thank firstly our community members who have worked hand in hand with us. Without their contribution, there wouldn't be a municipality. We thank the Management and staff of uMfolozi who do not tire in serving the community to the best of their ability at all times. We welcome you to view this document with an open mind, giving us constructive feedback where necessary.

Mr KE Gamede

Municipal Manager

1.1 Overview of the Municipality

uMfolozi Municipality is situated within the uThungulu District Municipality in the north-east of KwaZulu-Natal and covers an area of approximately 1,209km². It is one of six municipalities within the District Municipality. The N2 national road passes through the Municipality which connects it to major towns such as Richards Bay and Durban. The significance of this road to the Municipality is that it serves as the major economic corridor in the area.



Map 1: Regional Context

- LOCATION**

The Municipality is strategically located within the N2 Corridor. It is within close proximity to Richards bay port and has been earmarked as a growth point for the Richards Bay Industrial Development Zone.

- NATURAL ENVIRONMENT**

The Municipality has rich coastal forests which have been rehabilitated mine areas for Richards Bay Minerals. It links into the Simangaliso wetland area from Nhlabane. The coastal area is protected and not affected by Development within the Mbonambi tribal area.

- CULTURE AND HERITAGE**

Cultural and Heritage Tourism is a tool of economic development that achieves economic growth through attracting visitors from outside a host community, who are motivated wholly or in part by interest in the historical, artistic, scientific or lifestyle/heritage offerings of a community, region, group or institution. Such travel is focused upon experiencing cultural

environments, including landscapes, the visual and performing arts and special lifestyles, values, traditions, and events.

The Municipality is very rich in terms of Culture and Heritage tourism. There are heritage events and sites within the Municipality such as:-

- ❖ uMkhosika Nomkhubulwano (Sokhulu)
- ❖ Ntongande Hills (KwaMbonambi)
- ❖ King Dingiswayo grave (KwaMthethwa)
- ❖ Mgomane's grave (KwaMthethwa)
- ❖ Isihlahlasohlanya at KwaMthemthwa,
- ❖ Heritage Day on the 24th September,
- ❖ Cultural Day by our local schools.
- ❖ Mananga Heritage site

- **CULTURAL EVENTS**

There are traditional events which usually occur within the uMfolozi communities, events such as uMemulo, Zulu Traditional Dance, Zulu wedding and recreational activities e. g stick fight (Induku). Video shooting for these events are done to attract the existing and potential tourists.

- **INFRASTRUCTURE**

The Municipality enjoys excellent regional transportation linkages with the national road – N2 – serving the province, the two major ports of Durban and Richards Bay. This also links it with other countries like Swaziland and Mozambique, the railway line which serves as an important link between the ports as well as the hinterland parts of South Africa, and the airports.

- **AGRICULTURE**

The agricultural sector within the Municipality is dominated by forestry. 40% of the area is within commercial Agriculture. There is also an emerging sector on small scale agriculture farming through the municipality and a number of co-operatives have been established and are supported through the LED initiatives of the municipality.

DEMOGRAPHIC INDICATORS

Information presented below is based on the 2011 census data and compared, for analysis purposes, with the 2007 Community Survey and the 2001 census data.

Population Size and Growth Projections

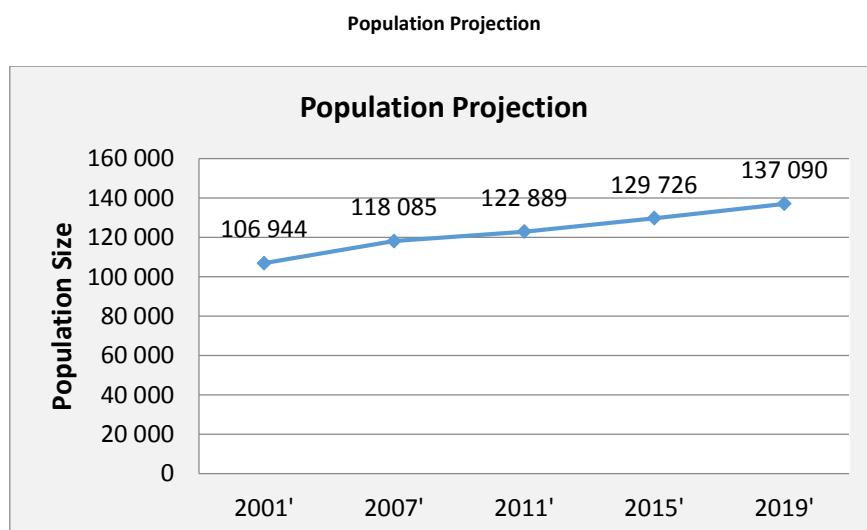
District Population Figures

MUNICIPALITY	DEMOGRAPHIC	SPATIAL SIZE
Mthonjaneni LM	47 818	1086km ²
Ntambanana LM	74 336	1083km ²
Nkandla LM	114 416	1827km ²
uMfolozi LM	122 889	1208km ²
uMlalazi LM	213 601	2214km ²
uMhlathuze LM	334 459	795km ²
TOTAL	907 619	8213km²

Source: Census 2011

As indicated on table above, the MLM has the third largest population and the third largest area (see Table 1 above) within the uThungulu District. It accounts for 13.5% of the district population and covers 14.7% of the district area.

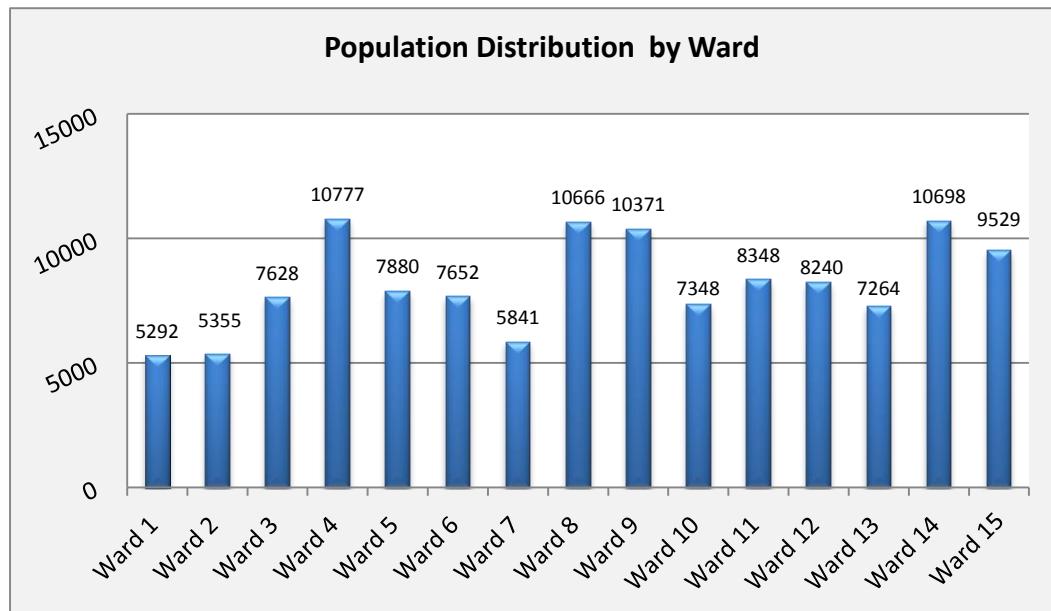
Figure 3 below illustrates that the population has increased by 13% over the last 10 years, increasing from 106 944 in 2001 to 122 889 in 2011. According to Census 2011 the population growth for uMfolozi is 1.39%. There has been a progressive increase in the population size and this increase can be ascribed to factors such as natural growth and in-migration into the area. Assuming that this pattern of growth continues, the total population is expected to reach 129 726 by 2015 and 137 090 by 2019.



Population Distribution

The population of the Municipality is unevenly distributed across all the fifteen (15) wards, with Ward 4 having the highest population followed by ward 8, 14 and 9. Ward 1 has the smallest population, because of the large portion of land that is covered by wetlands and indigenous forest. This part of the municipal area has less than 50 people per square kilometres (km^2).

Population Distribution by Ward

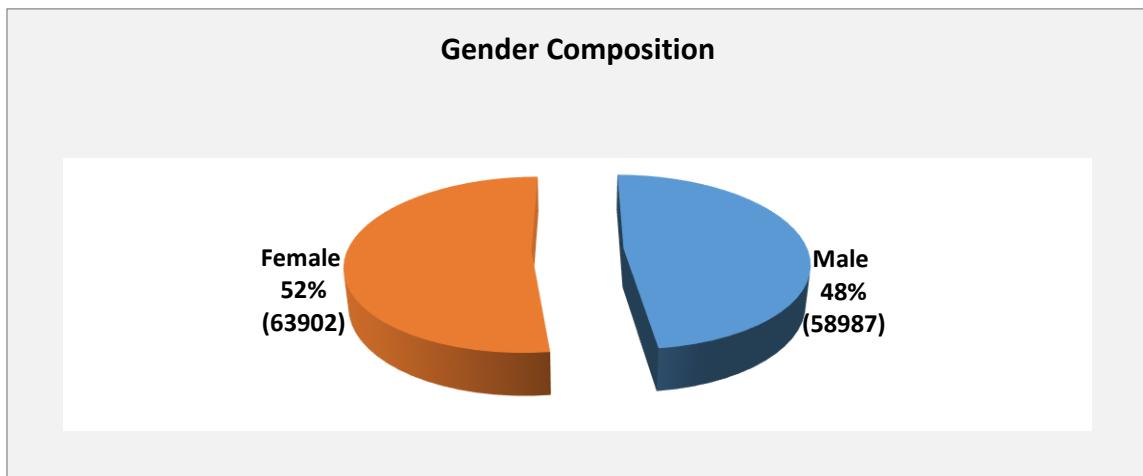


Population Density

The average population density in the Municipality is $101.7/\text{km}^2$. Higher density areas are found along the coast in settlements that form part of Sokhulu and Mbonambi Traditional Council areas. Mhlana Traditional Council area is also fairly dense by rural standards.

Gender

Gender Composition

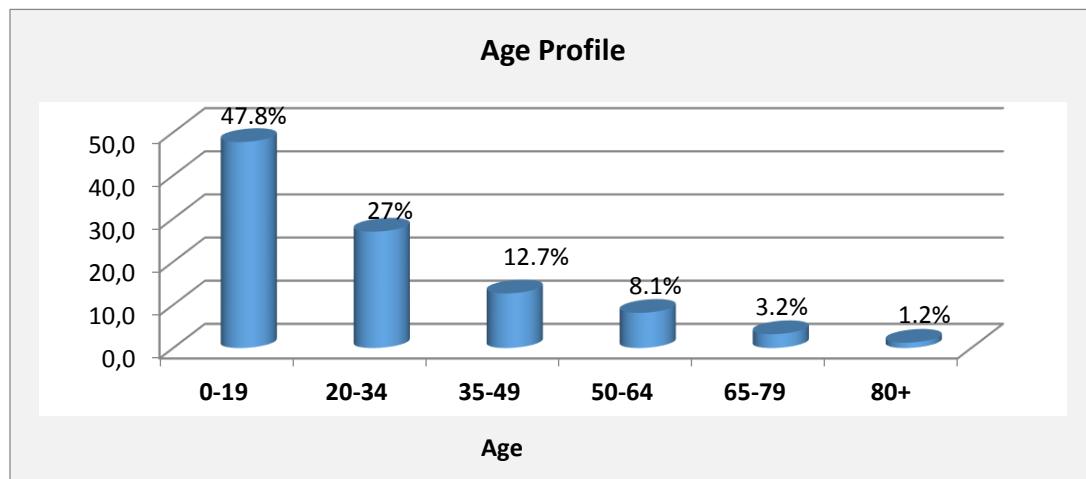


The Municipality's population indicates a slight dominance of female population as it accounts for 52% of the total population while their male counterparts makes up only 48% of the total population.

Age

uMfolozi population is relatively characterised by a young and youthful population. People younger than 20 years of age accounts for approximately 47.8% of the entire population. This group is economically dependent and includes those within the school going age cohort and children that needs pre-school facilities. The economically active group of the population, that is people between 20 and 64 years of age, accounts for another 47.8% of the population while the aged (above 65 years of age) contributes only 4.4% to the total population belongs to the age group over 65 years.

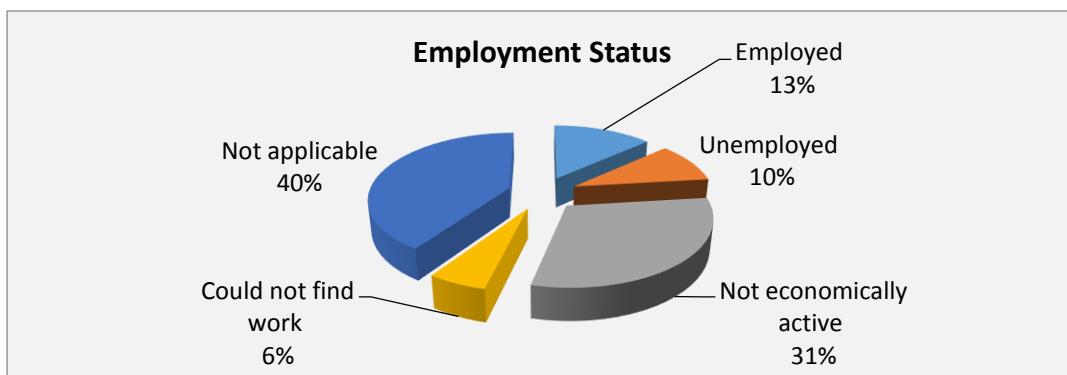
Figure 1. Age Profile



A relatively high representation of the youthful population and economically active population suggests a need for the development of settlements that provides facilities that responds to the needs of the youth. These include sports, education and other recreational facilities. Also important are the employment opportunities to absorb excess labour and provide for those entering the labour market.

Employment Profile

Figure 2. Employment Profile

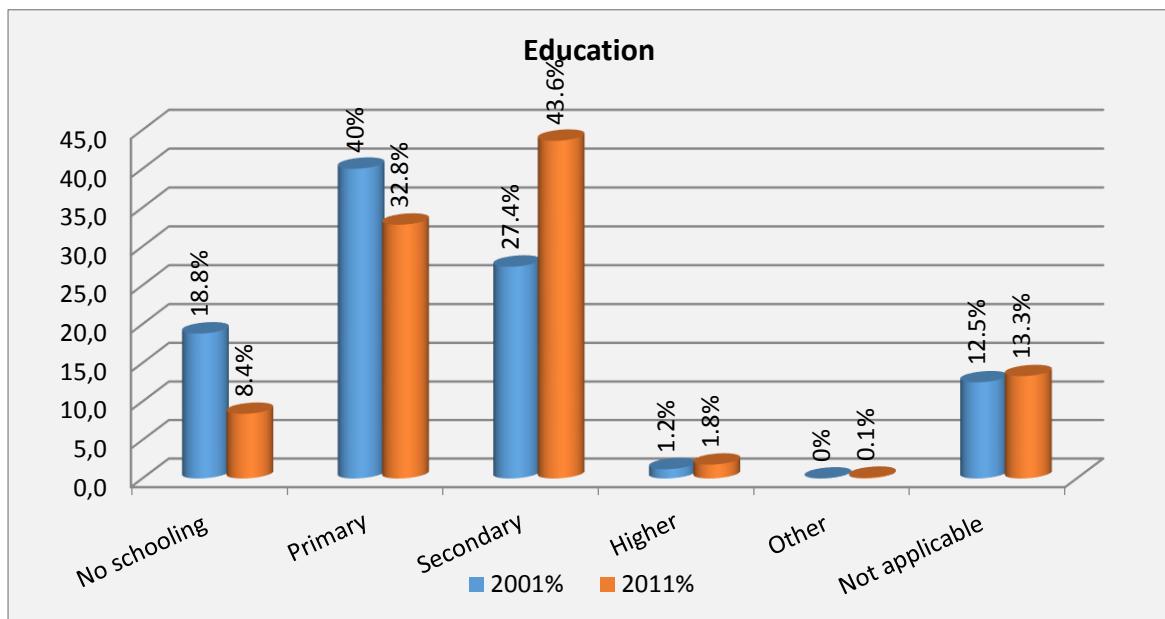


The official unemployment rate in the Municipality is 42%. Youth unemployment is about 50.4%. Although the rate of unemployment has decreased from the situation in 2001, unemployment is still rife and is a major concern for the municipality. As indicated on the Figure above, there is a large number of people who fall within a working age cohort, but who are not economically active. Even more worrisome are those who could not find jobs and those who are unemployed. Dependency ratio is relatively high at 68.2%.

Education Profile

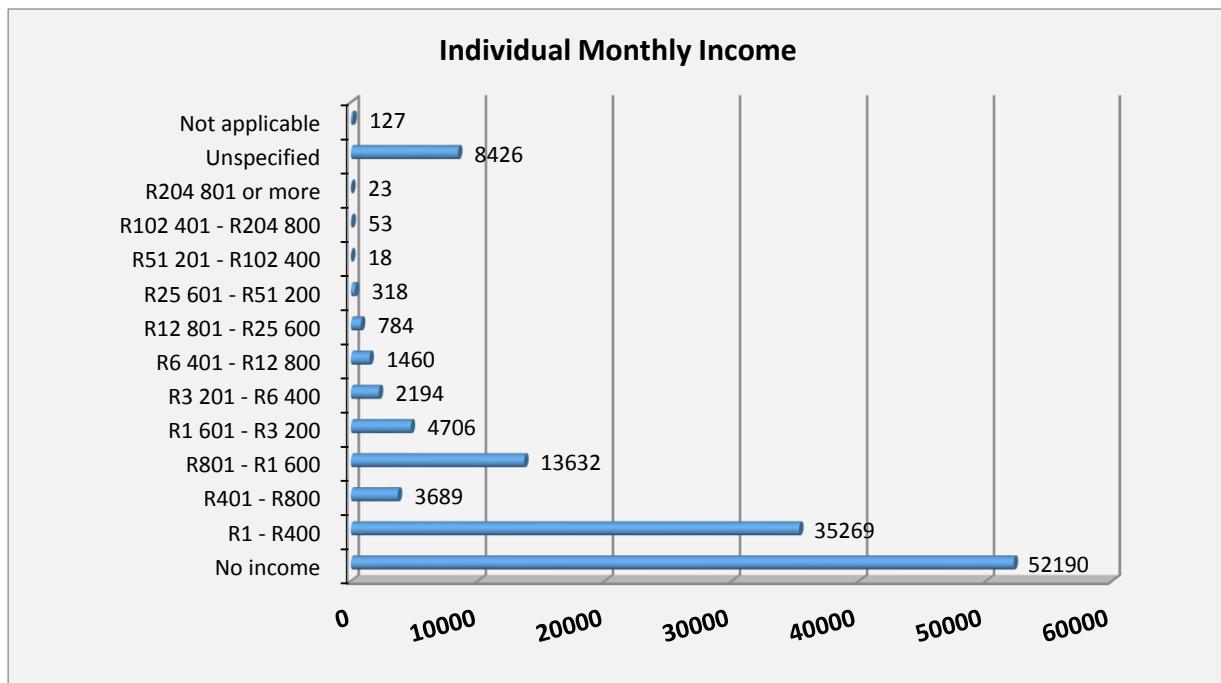
Although the education profile of the population shows a significant improvement since 2001, there is still a general lack of skills and low levels of education in the municipality. The figure below, indicate that 8.4% of the total population does not have formal education. Number of people with primary education has decreased from 40% in 2001 to 32.8% in 2011. Percentage representation of people with higher education is even negligible extremely low at 1.8%.

This suggests a high level of functional illiteracy and accounts for the high unemployment rate. In fact, the majority of people within the working age cohort are not in a position to compete effectively in a skills-based job market.



Income Profile

The uMfolozi Municipal Area could be described as indigent area as 49.5% (60 830 people) of the population has no income, while 46.6% (57 266 people) of the population earn a low income, less than R3 200 per month. It is clear that the majority of the population has either no or very little disposable income, only 3.9% of the entire population earn above R3 200 per month.



Water

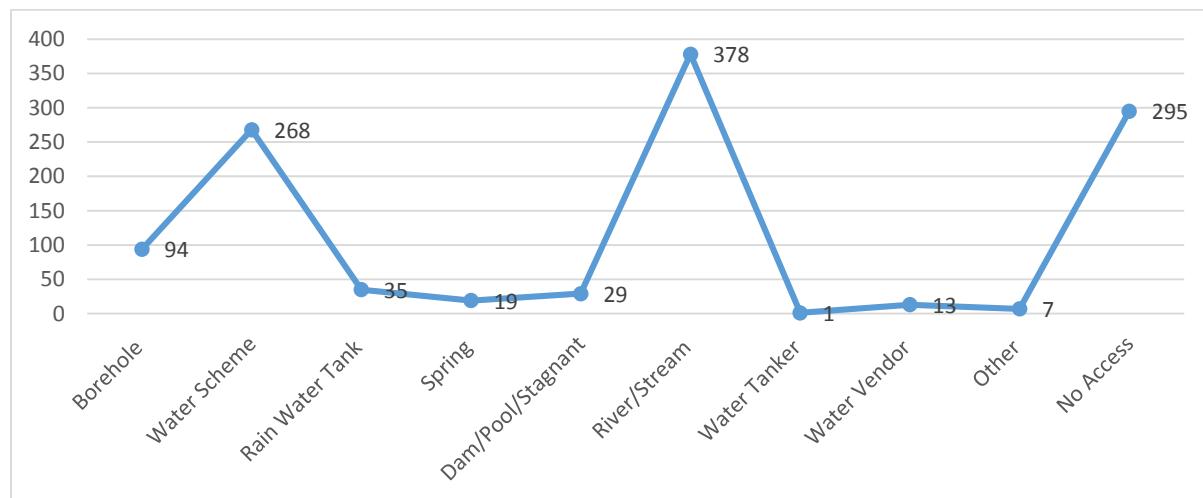
Access to water

Census 2001	33.3%
Community Survey 2007	62.6%
Census 2011	83.2%

Source: Census 2001, Community Survey 2007 & 2011

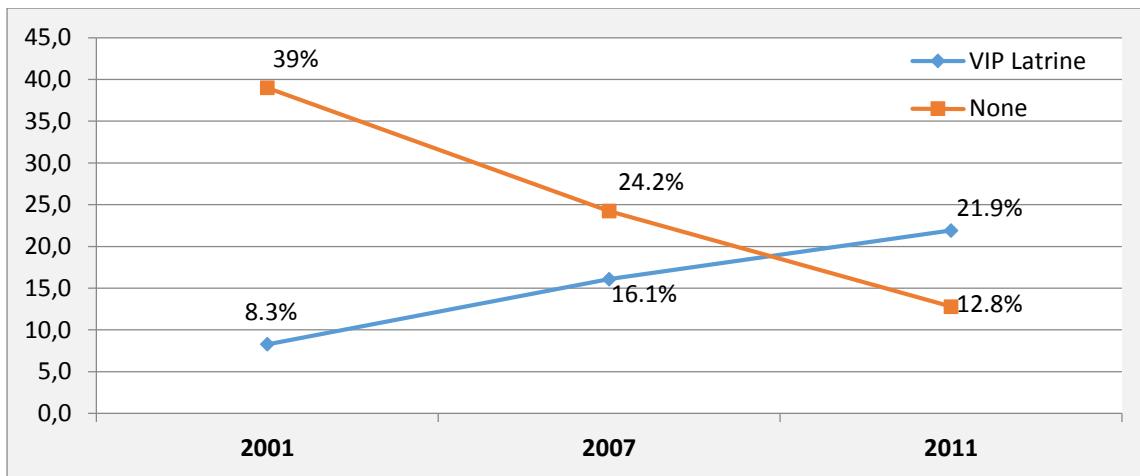
Boreholes and water schemes are the major sources of water as they provide water to about 368 households. A substantially larger number of households (378) still use rivers/streams as source of water. Water from these rivers is not purified and thus exposes the community to a range of water borne diseases.

Access to Water



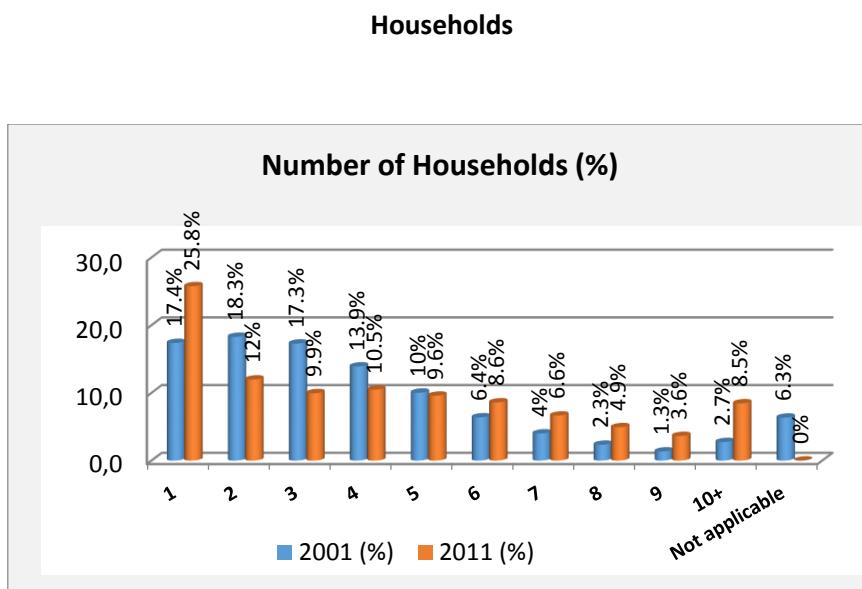
Sanitation

Pit latrines are the most common form of sanitation in the Municipality. 276 households use pit latrines with ventilation while 316 households use pit latrines without ventilation. The latter are self-built and varies in quality and safety. Low representation of households who makes use of septic tanks and water borne sewer confirms the rural character of the municipality. 147 households do not have sanitation facilities at all.



As indicated on the figure above, although the situation has improved, the rate of improvement in sanitation is very slow. The population that have access to VIP sanitation increased by 13.6%, while the population that have no access to any sanitation facility decreased by 26.2% during this period (refer to the Figure below).

The refuse removal service is provided in Mbonambi Town only. Again, this signals the general rural character of the area. 80% of households use their own dumps.



The graph above depicts the information contained in the 2001 to 2011 census which shows that uMfolozi has increased in households from 2001 to 2011. The number of households in the

Municipality increased by 20% between the year 2001 and 2011. This marks an increase from 19143 households in 2001 to 25884 households in 2011. At least 46.4% of these households are headed by women suggesting a need for the future housing projects to be gender sensitive and prioritise the housing issues facing women. As indicated on the Figure 7 above, households are becoming smaller in size with the majority having less than 5 members. It is also noted that the representation of relatively larger households with more than six members socio-economic increased during this period.

HIV/AIDS

The incidence of HIV/Aids in the Municipality has reached its highest level in 2004, thereafter a decrease is observed. This could be the result of the positive impact that the distribution of anti-retroviral medication had in the Municipal Area.

The impact of HIV/Aids is a very serious issue and should be incorporated into whatever strategies or developments that are undertaken in an area. Typical impacts of AIDS include decreased productivity of workers, increased absenteeism and additional costs of training of new workers. It also represents a greater demand and pressure on health facilities and as the statistics gathered from antenatal clinics indicate a very real problem of AIDS orphans and child (minor) headed households. These factors must be taken cognizance of when devising local economic development strategies. The concerns about the impact of HIV on uThungulu needs to be reiterated as KwaZulu-Natal has the highest HIV prevalence rate of all the provinces.

Key Findings

The population settlement trend is that people are generally settled in Traditional Authority areas. The incidence of Absentee Household members (according to the UDM QOLS 2009) in Mfolozi is 22, 26% which is higher than the uThungulu District average of 17%. This is indicative of people temporarily leaving the uMfolozi Municipal area for employment purposes.

uMfolozi has a very youthful population, accounting for 48.4% or 58,671 persons. This has an implication in terms of types of services that might be needed to cater for this age group which impacts on the Municipal budgeting thereof.

There has been a significant increase in the number of pensioner headed households since 2007 from 32.43% to 46.84%. Some reasons for this trend could be:

(1) parents working elsewhere,

- (2) deceased parents
- (3) the traditional culture of extended families as well as the
- (4) effects of migrant labour.

In 2001, 30% of the total adult population in the Municipality had no formal education. This percentage has decreased to 24% in 2010.

The incidence of HIV/Aids seems to have stabilized, this is in line with the notion that the disease is reaching maturity. The incidence of HIV/Aids reached its highest level in 2004, where after a decrease is observed. This could also be the result of the positive impact that the distribution of anti-retroviral medication had in the Municipal Area.

Powers and Functions

The following table indicates the Powers and Functions for Mfolozi Municipality as per the 2007/2008 Capacity Assessment:

Table 1: uMfolozi Municipality – Powers and Functions

Function	Responsible Body
Air Pollution	Local Municipality/ External Service Provider
Building Regulations	Local Municipality
Child Care Facilities	Local Municipality
Electricity reticulation	District Municipality
Fire Fighting	District Municipality/Local Municipality
Local Tourism	District Municipality/ Local Municipality
Municipal Airports	District Municipality/ Local Municipality
Municipal Planning	District Municipality/ Local Municipality
Municipal Health	District Municipality
Municipal Public Transport	Local Municipality
Storm water management	Local Municipality
Trading Regulation	Local Municipality
Water and Sanitation	District Municipality
Beaches and amenities	Local Municipality
Billboards, display of advertisements in public places	Local Municipality
Cemeteries; funeral parlours and crematorium	Local Municipality
Control of public nuisance	Local Municipality
Control of undertakings selling liquor to public	Local Municipality

Facilities for accommodation, care and burial of animals	Local Municipality
Fencing and fences	Local Municipality
Licensing of dogs	Local Municipality
Licensing and control of undertakings that sell food to the public	N/A
Local amenities	Local Municipality
Markets	Local Municipality
Municipal abattoirs	District Municipality
Municipal Parks and Recreation	Local Municipality
Municipal Roads	Local Municipality
Noise Pollution	Local Municipality
Pounds	Local Municipality
Public Places	Local Municipality
Refuse removal, refuse dump and solid waste disposal	District Municipality/ Local Municipality
Street Trading	Local Municipality
Traffic and Parking	Local Municipality

1.2 Financial Health Overview

Financial Overview: 2014/15			
Details	Original Budget	Adjustment Budget	R'000 Actual Unaudited
Income:			
Grants	109 602	124 491	
Taxes, Levies and tariffs	10 176	7 958	
Other	17 331	2 551	
Sub Total	137 109	135 000	
Less: Expenditure	135 190	135 000	
Net Total	1 919	0	

Operating Ratios: 2014/15	
Details	%
Employee Cost	98%
Repairs and Maintenance	4%
Finance Charges and Impairment	2%

Total Capital Expenditure: 2013 to 2015			
Detail	2013	2014	2015
Original Budget	17 558	25 140	24 652
Adjustment Budget	-	4 500	38 652
Actual	9 399	25 140	

During the 2013/14 financial year, R20 640 000.00 was allocated as capital funding. In April 2014, an amount of R4 500 000.00 was transferred as an incentive. On June 2014, there was an amount of R3 062 650.00 rolled over to the 2014/15 financial year. During the 2014/15 financial year, an amount of R15 000 000.00 was transferred as an incentive. At the end of the 2014/15 financial year, an amount of R835 385.00 remained unspent.

1.3 Service Delivery Overview

The Technical Services Department is devoted to improve the quality of life of the community of uMfolozi Municipality by providing efficient, sustainable, affordable infrastructure and provision of basic services. The main core functions of the Department are:

- Roads & Stormwater
- Waste Management
- Planning Development & Building Control
- Local Economic Development & Tourism
- Electricity in engagement with Eskom
- Housing/ Human Settlement
- Water and sanitation in consultation with the UThungulu district Municipality
- Effectively utilizing the available resources, and
- Identifying the best option that would maximize the output

Water Provision within Our Area of Jurisdiction

Table 1

Source	HouseHold numbers	%
Regional/Water scheme (operated by Municipality or other water services provided)	16549	64.7%
Borehole	3127	12.2%
Spring	298	1.2%
Rain water tank	472	1.8%
Dam/pool/stagnant water	880	3.4%
River/stream	1607	6.3%
Water vendor	276	1.1%
Water tanker	1807	7.1%
Other	567	2.2%
Not applicable	-	
Total	25583	100%

Table 1 above illustrates how much of the community of uMfolozi Municipality has running water as well as associated backlog

1.5 Statutory Annual Report Process

No.	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	31 July 2015
2	Finalise the 4th quarter Report for previous financial year	
3	Submit draft Annual Report to Internal Audit	
4	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	31 August 2015
5	Mayor tables the unaudited Annual Report	
6	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
7	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
8	Auditor General audits Annual Report including consolidated Annual Financial Statements and Performance data	September - October
9	Municipalities receive and start to address the Auditor General's comments	30 November 2015
10	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
11	Audited Annual Report is made public and representation is invited	
12	Oversight Committee assesses Annual Report	
13	Council adopts Oversight report	30 December 2015
14	Oversight report is made public	
15	Oversight report is submitted to relevant provincial councils	
16	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	25 January 2016
17	Annual Report and Oversight report presented to Council for adoption	31 March 2016

Chapter 2 - Governance

INTRODUCTION TO GOVERNANCE

uMfolozi Municipality is one of the six Municipalities under uThungulu District Municipality. The Municipality has fifteen wards and almost 90% of its wards are rural. The Municipality has fifteen Councillors. Portfolio Committees of the Municipality have been established in terms of section 79 of the Municipal Systems Act of 2000.

Component A: Political and Administrative Governance

The Municipality is one of the six Municipalities under uThungulu District Municipality. The Municipality has fifteen wards and almost 90% of its wards are rural. The Municipality has fifteen wards under its area of jurisdiction; the Council of the Municipality comprises of 30 Councillors from three Political parties; being African National Congress (ANC), Inkatha Freedom Party (IFP) and National Freedom Party (NFP).

As part of strengthening service delivery the Council has established five Departments being, Executive Department, Financial Services, Technical Services, Community Services and Corporate Services. The Council has established four Portfolio Committees in terms of Section 79 of the Municipal Structures Act, Act No. 117 of 1998. The Municipality of uMfolozi is under the leadership of the African National Congress. Structures such as MPAC and Audit Committee have been established to support to ensure clean administration. The Internal Audit and Performance Management is currently outsourced due to lack of capacity in the Municipality, however the position of the Manager PMS and compliance has been advertised and is currently at a shortlisting process.

The Senior Management Committee comprises of the following personnel;
Municipal Manager (Mr KE Gamede), Chief Financial Officer (Mr JV Nkosi), Director Corporate Services (Mrs NM Mthembu) and Director Community Services (Mrs CN Ngema).

2.1 Political Governance

INTRODUCTION TO POLITICAL GOVERNANCE

The establishment of oversight structures to strengthen administration is one of the key factors in ensuring clean administration. It is upon such background that the Council has established Financial Services Portfolio Committee, Technical Services Portfolio Committee, Community Services Portfolio Committee and Corporate Services Portfolio Committee.

The Municipality has further established Performance Management Committee and Audit Committee in order to ensure that attention is paid on compliance matters; the Audit Committee contributed during the compilation of Annual Financial Statements and Annual Report for 2013/2014 financial year. Indeed on a quarterly basis Performance reports are tabled to the Audit Committee as part of monitoring performance and to simply ensure that set targets are being met by respective Departments.

The Council has also established the Municipal Public Accounts, and its composition is in line with South African Local Government Association. This Committee commented on the Annual Report for 2013/2014 which was tabled to Council on 22 January 2015, consequently the Oversight Report for 2013/2014 was tabled to Council on the 31st of March 2015 for adoption and was adopted with no reservation, and thereafter advertised as guided by the Municipal Finance Management Act of 2003. As part of ensuring common understanding between the MPAC and Audit Committee, the Chairperson of the MPAC does attend Audit Committee meetings with a purpose of ensuring that there is coherence when it comes to addressing issues which affects the Municipality.

a. POLITICAL STRUCTURE



b. COMPOSITION OF EXECUTIVE COMMITTEE



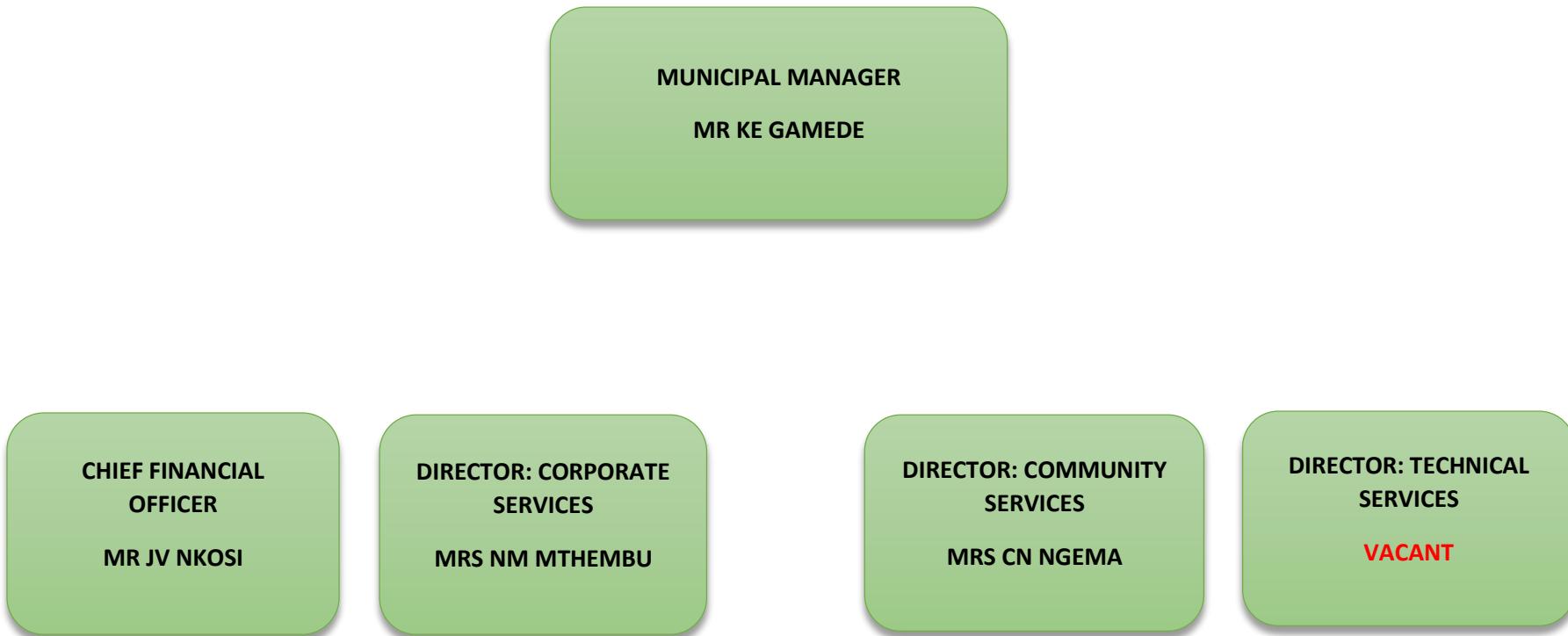
Political Decision Taking

The Council of uMfolozi has established Portfolio Committees in terms of section of the Municipal Structures Act (Act 117 of 1998) and they recommend to the Executive Committee decisions to be undertaken, but which are in line with pieces of legislation governing Local Government. As per the Municipal Delegation framework, some of the decisions are not delegated to Council Committees such as approval of IDP, Budget, Appointment of Municipal Manager, Managers directly accountable to the Municipal Manager, Loans, Bank overdraft. Such decisions are the prerogative of Council. The Council of uMfolozi Municipality has a Council Resolutions register which serves as a mechanism to track the implementation of resolutions that have been taken by Council, and such register is tabled to Council on a quarterly basis so as to check how far Departments have gone with the implementation of resolutions. The only outstanding resolution to be finalised during 2014/2015 financial year is the appointment of the Senior Manager Technical Services. The Municipality has followed all due processes to ensure that the position is filled, however there has been a challenge in filling as the Municipality struggled to get suitable incumbent to fill in the position. The report was tabled before Council.

2.2 Administrative Governance

As indicated in Component A, the Senior Management Committee comprises of the following personnel;
Municipal Manager (Mr KE Gamede), Chief Financial Officer (Mr JV Nkosi), Director Corporate Services (Mrs NM Mthembu) and Director Community Services (Mrs CN Ngema).

TOP ADMINISTRATIVE STRUCTURE



2.3 Intergovernmental Relations

Operation Sukuma Sakhe

Section 41 of the Constitution emphasizes the importance of co-operative governance as one of the key initiatives to address service delivery challenges. uMfolozi Municipality has established Operation Sukuma Sakhe structures where all stakeholders sit together and plan how to address service delivery challenges. Operation Sukuma Sakhe is the vehicle for service delivery hence ensures the avoidance of duplicating resources. The Municipality has been recognised at a Provincial level as one of the Municipalities with effective Operation Sukuma Sakhe programmes. Through operation sukuma sakhe initiative houses have been built for destitute households as part of responding to outcome nine of government.

Structures of operation sukuma sakhe have established to all wards under the jurisdiction of uMfolozi with a purpose of having accurate information about challenges that are encountered at a ward level.

Stakeholders Forum

Stakeholders Forum comprises of government departments, NGOs and ward structures, this structure assist much in aligning Municipal programmes with of other stakeholders. This structure has been playing a critical role in ensuring that the five year plan (IDP) of the Municipal has programmes of other sector departments within the jurisdiction of uMfolozi Municipality. However much needs to be done in order to ensure attendance of other key government departments.

Premiers Co-Ordinating Forum

Premiers Co-ordinating forum is one of the structures in the Province of KwaZulu Natal, whereby all Mayors and Municipal Managers of all Municipalities in KwaZulu Natal are expected to actively participate. uMfolozi Municipality has been actively participating, moreover has been reporting challenges that are encountered at a Municipal level which require interventions of the Provincial government

Provincial Council on Aids

This structure is chaired by the Premier of KwaZulu Natal and all Mayors District Mayors of the Province report on HIV/AIDs programmes which are being executed by their family of Municipalities thus include making the budget available for HIV/AIDs initiatives. The Municipality has been submitting reports on a quarterly basis with regards to HIV/AIDs programmes, and thus has assisted in ensuring that attention is paid to people living with the aforementioned disease

Provincial Task Team (OSS)

Provincial Task Team is one of operation sukuma sakhe structures; it is where all District Municipalities report on operation sukuma sakhe challenges and achievements. This structure ensures coherence in the provision of services as opposed to duplication and has been recognised by the National Government as the key structure of addressing developmental challenges

Mayors Forum

The Mayors Forum is attended by all Mayor's under uThungulu District Municipality, this forum assist in ensuring that there is clear understanding among political employees when it comes to addressing issues of Service delivery. This is one of the key structures hence ensures that there is a political buy in among political principals irrespective of their political affiliations when it comes to the initiation of service delivery programme. The Mayor's Forum serves as a platform for all Mayors to communicate programmes and challenges of their Municipalities.

Municipal Managers Forum

This structure comprises of all Municipal Managers under uThungulu District Municipality, its core function is to deliberate on challenges that are encountered by family of Municipalities under uThungulu District Municipality and further come up with possible solutions of initiating sustainable development programmes. The Municipal Managers Forum is chaired by the Municipal Manager of the District Municipality

Chief Financial Officers Forum

This structure comprises of all Chief Financial Officers under the family of uThungulu Municipalities, and has assisted much in terms of experience sharing in order to ensure financial viability and management; the attention is also paid on queries that are raised by the Auditor General during auditing period.

Corporate Services Forum

This structure has been established by the District Municipality, and has assisted much in addressing issues of Human Resource Development.

2.4 Public Meetings

Communication, Participation and Forums

The Municipality believes that public participation is crucial to a developmental local government, as part of ensuring active participation of the community to Municipal programmes, therefore structures such as Ward Committees, Local Task Team, War Rooms Youth Forums, Women Forum, Disability Forum etc. have been established in order to ensure that the IDP and Budget of the Municipality is informed by the needs of the community. The Municipality has made financial provision for the release of the newsletter and radio slots for the Mayor in order to ensure that the community of uMfolozi Municipality is well informed about Municipal programmes. In each and every year the Municipality host four IDP/Budget road shows in order to ensure that the community has inputs during IDP /Budget/PMS processes. The issuing of the newsletter on a quarterly basis has assisted much in ensuring that Municipal programmes are communicated to the community. In trying to ensure that uMfolozi Municipality is the accountable government suggestion boxes have been put to all Traditional Councils and War Rooms in order to be aware how is the community feeling about the services that are being provided by the Municipality.



Women's Economic Empowerment

2.5 IDP Participation and Alignment

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	

Overview of Corporate Governance

uMfolozi Municipality is one of the rural Municipalities under uThungulu District Municipality; consequently it has been difficult to attract scarce skill personnel due to the fact that the salary is not competitive, however in trying to address that number of Human Resource Policies has been developed and work-shopped to both staff and councillors. It is indeed crucial to note that number of governance structures have been established in order to ensure that needs of the poor people are being met. The Corporate Services Department has a responsibility of ensuring the functionality of governance structures such as Portfolio Committees, and any section 79 Committee as per the Municipal Structures Act, Act 117 of 1998.

2.6 Anti-Corruption and Fraud

Fraud and corruption are one of the factors that destroy the potential of local government, however in trying to play a meaningful role in addressing issues of fraud and corruption, investigations have been instituted against those who have involved themselves to fraud and corruption. Consequently some employees have been expelled. The anti-corruption strategy has been reviewed and adopted by Council during 2014/2015 financial year and will be work-shopped to staff and councillors during 2015/2016 financial year. The Council of uMfolozi Municipality has established the Municipal Public Accounts and the Audit Committee which will assist the Council in dealing with issues of fraud and corruption. The Internal Audit function is currently outsourced, and has a responsibility of ensuring that the Municipality complies with all pieces of legislation governing local government

2.7 By-Laws

By-laws Introduced during 2014/15					
Newly Developed	Revised	Public Participation Conducted Prior to adoption of By-law	Dates of Public Participation	By-laws Gazetted (Yes/No)	Date of Publication
N/A	Property Rates and Tariffs	To be done	To be done	No	N/A

2.8 Supply Chain Management

The Procurement Plan defines the Supply Chain Management needs of the organization, aligned to the municipality's IDP, Budget and Departmental SDBIP. The plan is for a minimum of one year but aligned to the IDP three year period, this is especially critical in the case of capital projects requiring the issuing of bids for multiyear projects, as well as in order to obtain cost savings through longer term goods and service contracts (limited to a three-year period in terms of the MFMA). The main objective of the plan is to assist the service deliver business units to achieve their service delivery mandates and to meet their service delivery requirements without any SCM processes delays and this forms the integral component of the entire process to ensure effectiveness, efficient and economical SCM processes.

Thresholds as per regulation 12 of the SCM regulations has been set and complied with throughout the year. A thorough review of all contracts and annual supplies contracts was done to identify contracts have reached or about to reach their expiry period and are in the process of being re-advertised. Bid committee structures were also established and implemented in accordance with regulation 27, 28 and 29 of the SCM regulations.

2.9 Website

Municipal Website: Content and Currency of Material		
Documents Published on the Municipality's Website	Yes/No	Publishing Date
Current annual and adjustment budgets and all budget-related documents	Yes	March 2015
All current budget-related policies	No	-
The previous annual report (2013/14)	Yes	
The annual report (2014/15) published/to be published	To be published	To be confirmed
All performance agreements required in terms of section 57 (1)(b) of the Municipal Systems Act (2014/15) and resulting scorecards	Yes	July 2014
All long-term borrowing contracts (2014/15)	No	-
All supply chain management contracts above a prescribed value for 2014/15	No	-
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during 2014/15	No	-
Contracts agreed in 2014/15 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	No	-
Public-private partnership agreements referred to in section 120 made in 2014/15	No	-
All quarterly reports tabled in the Council in terms of section 52 (d) during 2014/15	No	-

The Municipal website has been recently upgraded and in 2015/2016 financial year there will be a mechanism to monitor the number of people with access to website in order to measure its effectiveness and community satisfaction. However the Municipality has been uploading most of the legislated information to the Municipal website.

2.10 Public Satisfaction on Municipal Services

PUBLIC SATISFACTION LEVELS

The Municipality has recently upgraded its website, and legislated information such as SDBIP, IDP, Performance agreements etc. have been uploaded. Municipal events which have taken place are uploaded by the communication unit in order to ensure that the community is informed about Municipal programmes. Thus far there have been no concerns from the public regarding the Municipal website.

COMMENT ON SATISFACTION LEVELS:

Community meetings and Road shows have been held in order to communicate Municipal challenges and programmes with the community of uMfolozi Municipality; presentations have been also made to Traditional Councils in order to ensure that the Traditional leadership is aware of Municipal programmes in each and every financial year

Chapter 3 – Service Delivery Performance

3.1 Water Provision

Water and is a function of a District Municipality. We engage with the District through quarterly infrastructure meetings which are held between the District and other Local Municipalities. All the challenges and progress on projects are discussed in these meetings.

3.2 Sanitation

Sanitation is a function of a District Municipality. We engage with the District through quarterly infrastructure meetings which are held between the District and other Local Municipalities. All the challenges and progress on projects are discussed in these meetings.

3.3 Waste Management

The formulation of the Waste Management concept at uMfolozi Municipality is informed by the vision articulated in the Integrated Pollution and Waste Management Policy. This vision reads as: “to develop, implement and maintain an integrated pollution and waste management system which contributes to sustainable development and a measure improvement in the quality of life, by harnessing the energy and commitment of all South Africans for effective prevention, minimization and control of pollution and waste.”

Currently 100% of urban households within the Municipality are covered by a waste collection system, whilst 0% of rural households are not covered. There is a collection of kitchen refuse on Monday, Wednesday and Thursday, 3 to 4 loads/ week, catered to Empangeni Solid Waste Landfill Site.

Waste in low-income areas will be done by the provision of suitable containers for household waste to be dumped in. The location of these containers will be strategic and would be within walking distance. These will be picked at intervals when they are full. The optimum waste collection points within the townships will be assessed in order to determine the most economic type and final position of collecting containers.

There is at the moment one legal transfer station at Mbonambi area therefore a medium sized transfer station is proposed in some other areas that do not have access to the current one.

WASTE MANAGEMENT SERVICES DELIVERY LEVELS

DESCRIPTION	2011/12	2012/13	2013/14	2014/15
No. of households	Slovo township- 507 Mbonambi town- 250 Asbestos- 167			
Ward	02	02	02	02
Collection days	Monday, Wednesday and Thursday	Monday, Wednesday and Thursday	Monday, Wednesday and Thursday	Monday; Wednesday and Thursday

The Waste Management unit was under the Technical Services Department during 2013/14 then the function shifted to the Community Services Department in the financial year 2014/15. The unit was managed by the following officials:

Employees: Waste Disposal and other services					
Job level	2013/14		2014/15		
	Employees No.	Posts no.	Employees No.	Vacancies (Fulltime equivalents)	Vacancies (as a % of total posts)
0-3	7	8	8	0	0%
4-6	5	5	5	0	0%
7-9	1	1	1	0	0%
10-12	1	2	1	1	50%
13-15	1	1	1	0	0%
16-18	-	-	-	-	-
19-20		1	1	0	0%
Total	15	18	17	1	5.56%

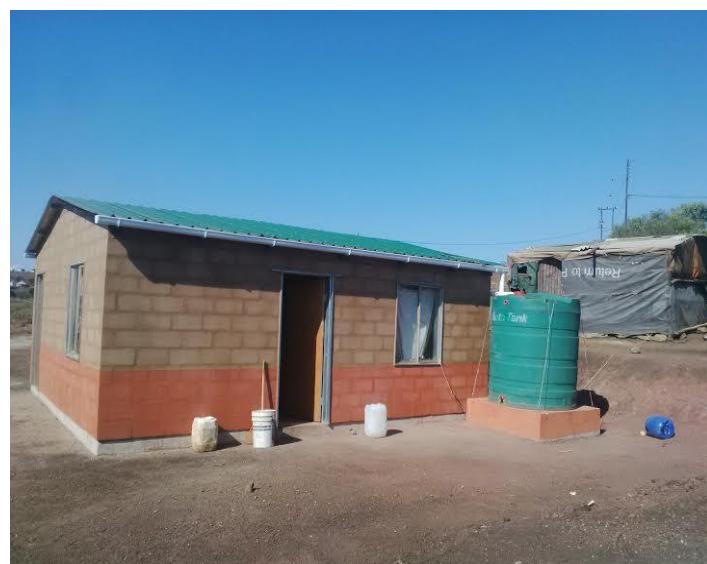
3.4 Housing

The municipality had 3 projects that were in the implementation stage namely Ocilwane, Nomuwa and Cinci housing Projects. The Cinci housing project is in ward 11 and it experienced some challenges regarding the capacity of the Implementing Agent to deliver. The project is 10% complete. The Nomuwa Housing project is in ward 12 and the housing project is 100% complete and it was finished before contract time. The Ocilwane Housing Project is in ward 13 and is 95% complete. The Housing Section in conjunction with the Department of Human Settlements conducted Housing Consumer Education as follows:

DATE	WARD	LOCATION	PROJECT NAME	NO. OF BENEFICIARIES
22/07/2014	03	Mbonambi Traditional Court	Ndlabeyilandula Housing Project	382
24/07/2014	04	Malaleni Hall	Sibululwane Housing Project	467
25/07/2014	05	Nhlanzini Hall	Nzalabantu Housing Project	474
29/07/2014	09	Dondotha Hall	Dondotha Housing Project	176
30/07/2014	06	Mzingazi Hall	Mzingazi Housing Project	206
31/07/2014	14	Ntshingimpisi Hall	Thuthukane Housing Project	801
TOTAL				2 506



Cinci Housing Project



Nomuwa Housing Project



Ocilwane Housing Project

3.5 Free Basic Services and Indigent Support

Free Basic Services to Low Income Households										
	Number of households									
	Total	Households earning less than R1,100 per month								
		Free Basic Water	Access	%	Access	%	Access	%	Access	%
	Total									
2012/13	-	-	-	-	-	-	1366	26	571	51
2013/14	-	-	-	-	-	-	1366	26	571	51
2014/15	-	-	-	-	-	-	1366	26	571	51

Financial Performance 2014/15: Cost to Municipality of Free Basic Service Delivered						
Services Delivered	2013/14		2014/15			
	Actual	Budget	Adjustment Budget	Actual	Variance to Budget	
Water	-	-	-	-	-	-
Waste Water (Sanitation)	-	-	-	-	-	-
Electricity						
Waste Management						
Total						

3.6 Roads and Stormwater

- Planning the provision and upgrading of adequate roads and stormwater
- Maintenance of the existing infrastructure
- Manage the provision of capital infrastructure
- Project management

ROADS AND TRANSPORTATION	BASELINE	TARGET 2014/2015	ACTUAL 2014/2015
Km of roads rehabilitated	3 km	10 km	3 km
Number of street traffic calming measures	5	20	5

Rural Roads Maintenance programme: Municipal grader spent 3 days per ward for the 15 wards of the Municipality. The target per financial year is to blade about 180 km of access roads and at 30 June 2015, only 176 km was bladed. There is a team of EPWP employees whose sole function is to clear road verges and cleaning stormwater pipes.

3.6.1 MIG Project List for 2014/2015 Allocation

The Municipality relies on the grants for the infrastructure development programmes. The capital projects are funded through the Municipal Infrastructure Grant (MIG), and the budget allocation for year is R 23 482 000.00.

The Municipality has performed exceptional well in the 2014/2015 in such a manner that it has received top up funding from National Treasury in the amount of R 15 000 000.00. The Municipality was one of the TOP 20 HIGH PERFORMERS ranking number 4 in the KZN Province and number two (2) within the UThungulu District Municipality.

Table 1 below demonstrates MIG projects that were planned and implemented on the financial year 2014/15.

Table 1

NO.	PROJECT NAME	WARD	NOR VALUE	TOTAL CONSTRUCTION AND PROFESSIONAL FEES	PROGRESS AS AT 30 JUNE 2015
1.	Mthuntutha Road (km)	5	R 1 383 329.82	R 1 206 505.75	Completed
2.	Mtindayi Road (km)	6	R 1 714 834.42	R 1 714 834.41	Completed
3.	Mabhuyeni High Mast Lighting	7	R 446 242.50	R 575 841.08	Completed
4.	Ntandoyesizwe Creche	7	R 1 475 946.10	R 1 688 090.41	Completed
5.	Isiphephelo/ Masuku Road	8	R 1 662 126.84	R 1 894 824.60	Completed
6.	Mvamanzi Creche	10	R 3 427 930.15	R 1 480 964.12	The project has not been completed
7.	Mdungandlovu Creche	11	R 1 156 722.20	R 1 156 722.20	The project is on hold
8.	Mgqikane Road (Sithole) - km	11	R 3 722 140.00	R 1 635 585.59	Completed
9.	Shayamoya Creche	12	R 3 427 930.15	R 1 039 147.16	Completed
10.	Makhwezini Community Hall	12	R 2 431 083.78	R 2 431 083.78	Completed
11.	Ntuthunga 2 Pension Paypoint Shelter	13	R 1 044,260.00	R 1 688 090.41	Completed
12.	Khondweni Road: Phases 2	14	R 4 446 666.31	R 2 356 801.21	The project has not been completed
13.	Phikaqede Pension Paypoint Shelter	15	R 1 477 441.77	R 1 473 441.77	Completed
14	8 Bus Shelters	2	R 1 120 000.00	R 166 440.00	Completed
15	6 Bus Shelters	12	R 840 000.00	R 166 440.00	Completed
16	8 Bus Shelters	15	R 1 120 000.00	R 166 440.00	Completed
17	9 Bus Shelters	5	R 146 000.00	R 166 440.00	Completed

3.7 Planning

The Development Planning and IDP Unit is involved in various projects which assists the Municipality to focus on problem solving on a manageable scale so as to uplift and sustain development within the Municipality as a whole. The department also supports a wide range of economic development programmes that enable municipal growth and sustainable development, and ongoing customer service innovations.

Land use Management

Land Use Management develops policies for regulating the use and development of land in support of the City's IDP plans and vision. Officials work towards guiding new development that allows for growth while advertising impacts, protecting sensitive natural areas, promoting good urban design, ensuring adequate infrastructure to accommodate growth and lessening the impact of new development on existing neighbourhoods.

Advertising

Signage applications are necessary for the control of outdoor advertising in an effort to promote and maintain a pleasant visual environment and ensure the health and safety of all in the city. All on-site commercial advertising, remote advertising signs (billboards and wall signs), temporary banners and flags, temporary posters along the street lamp standards, advertising trailers, aerial advertising, e.g. blimps

Integrated Development Planning section Co-ordinates key requirements associated with the formulation and/ or review of the Integrated Development Plan, by Interpreting the Municipality's service delivery objectives and requirements stipulated in legislation directing the planning, drafting, adoption and review phases. Interacting with the local community structures and setting up consultative processes to foster understanding of local level development needs and priorities and, clarify the organisation's role and process. Examining the applicability of the Local planning process to the agreed framework for Integrated Development Planning in the area. Assessing and identifying sources of funding to support programme/ project roll out. In order to ensure the planning and review processes contribute and complement development plans and strategies that give effect to the principles of co-operative government.

Detail	Applications for Land Use Development					
	Formalisation of Townships		Rezoning		Built Environment	
	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15
Planning application received	-	-	-	1	4	2
Determination made in year of receipt	-	-	-	-	2	-
Determination made in following year	-	-	-	-	0	-
Applications withdrawn	-	-	0	-	2	-
Applications outstanding at year end	-	-	0	-	0	-

Employees: Planning Services				
Job Level	2013/14	2014/2015		
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents)
0-3	-	-	-	-
4-6	-	-	-	-
7-9	-	-	-	-
10-12	0	1	0	1
13-15	1	1	1	0
16-18	-	-	-	-
19-20	-	-	-	-
Total	1	2	1	1

Capital Projects 2014/15: Planning Services		
Details	2014/15	
	Value of Project	Progress on Project
Project A: Mzingazi/Nzalabantu Planning	R855 000.00	
Project B: IDP	R250 000.00	IDP has been approved by Council on 25 June 2015
Project C: Thusong Centre	R 30 000 000.00	

3.8 Local Economic Development

uMfolozi Municipality has a constitutional mandate to undertake a developmental approach in Implementing policies and programmes and ensuring growth of the local economy. Establish a conducive environment (whether directly or indirectly) that will create jobs and alleviate poverty in a sustainable manner.

The Local Economic Development unit promotes economic development and opportunities – from a business to a community level and is also responsible for tourism development, Agricultural Development, Business Licensing and Coastal Development of the Municipality, developing and implementing a business support program for emerging and established SMME and Co-operatives and liaise with stakeholders in the Local Economic Development field such as government department, business chambers, private sector etc.

The LED unit is also responsible for the implementation and promotion of agricultural initiatives, arts and culture and the identification of potential investors for tourist promotion interventions.

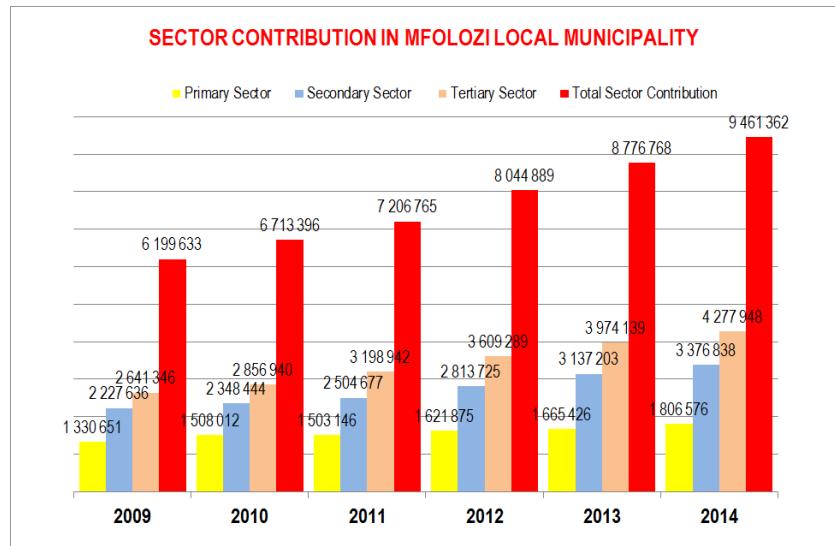
uMfolozi has appointed a service provider to compile a review of the LED strategy of the Municipality and this process should be concluded by the end of September 2015

Sector contribution to Gross Domestic Product

The primary sector of the economy is the sector of an economy making direct use of natural resources. This includes agriculture, forestry, fishing and mining. This is contrasted with the secondary sector, producing manufactured goods, and the tertiary sector, producing services.

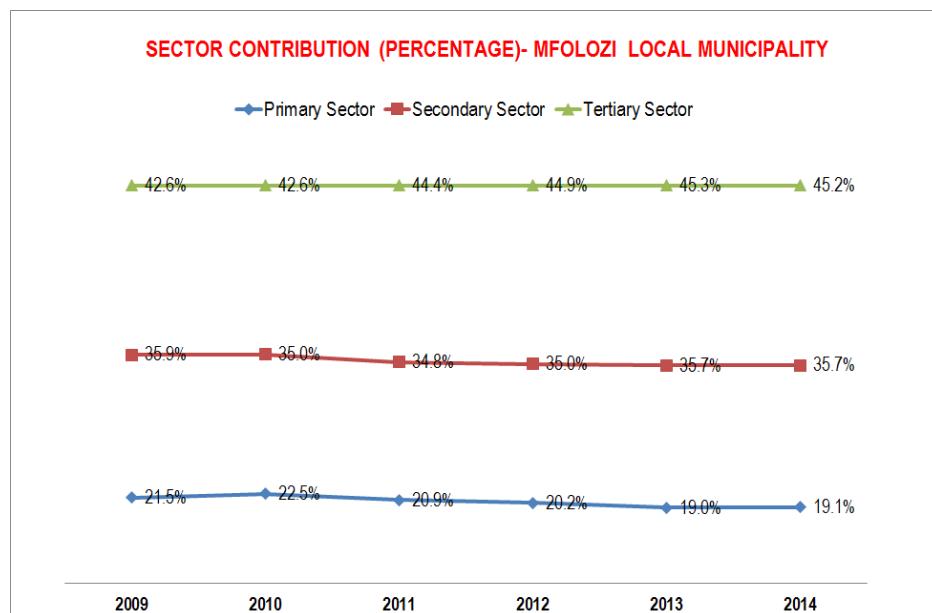
With the above in perspective, as illustrated below, the share of the primary sector has increased slightly from 2009 to 2014. The secondary sector, which is the second largest has also increased, while the size of the tertiary sector in 2014 remained more than two and half of the primary sector. This is shown below.

Sector Contribution in Mfolozi Local Municipality



When calculated in terms of percentages, the tertiary sector has remained above the 42% mark from 2009 through 2014. The secondary sector has revolved around 35% over the same period, and, the primary sector occupies the bottom quintile at an average of 20% share of the municipal economy. This is shown below.

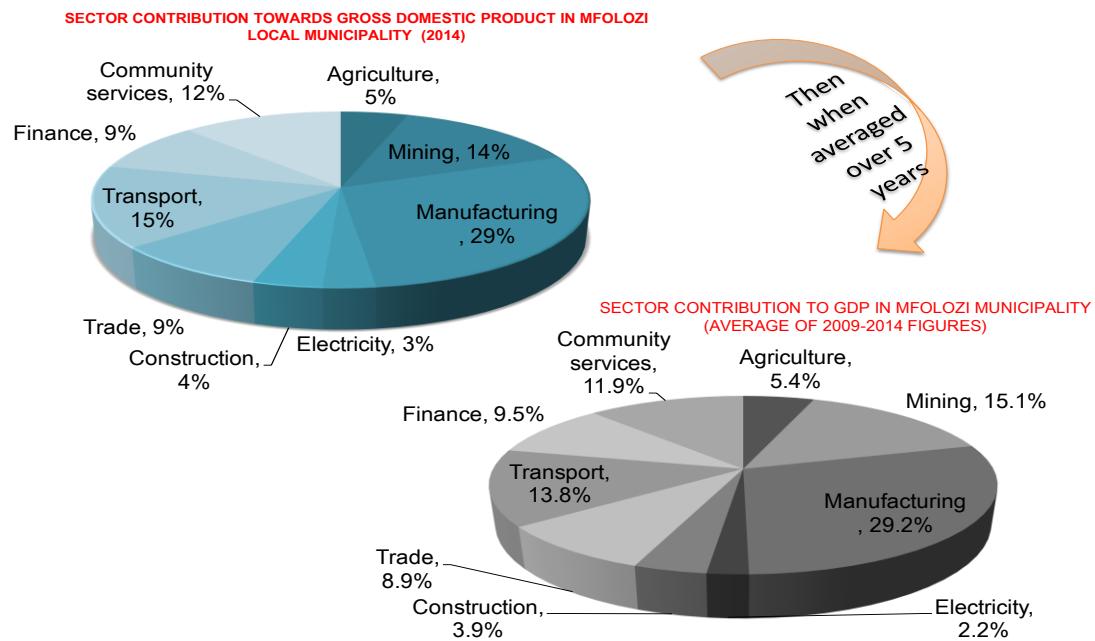
Sector Contribution in Percentage



Considering the breakdown of the primary, secondary and tertiary categories into nine main sectors, as a specific sector, manufacturing provided the lion GDP share contribution of 2.7 billion in 2014, the highest contribution of all other sectors. This translates to 29% of GDP. Second to manufacturing is Transport (15%) then mining (14%). Agriculture contributed mere 5% of the municipal GDP in

2014. When averaged over a period of five years, the percentage share of each sector does not change in any significant way. These percentages are illustrated below.

Sector Contribution towards Gross Domestic Product



The actual figures on the share to GDP are shown in the table below.

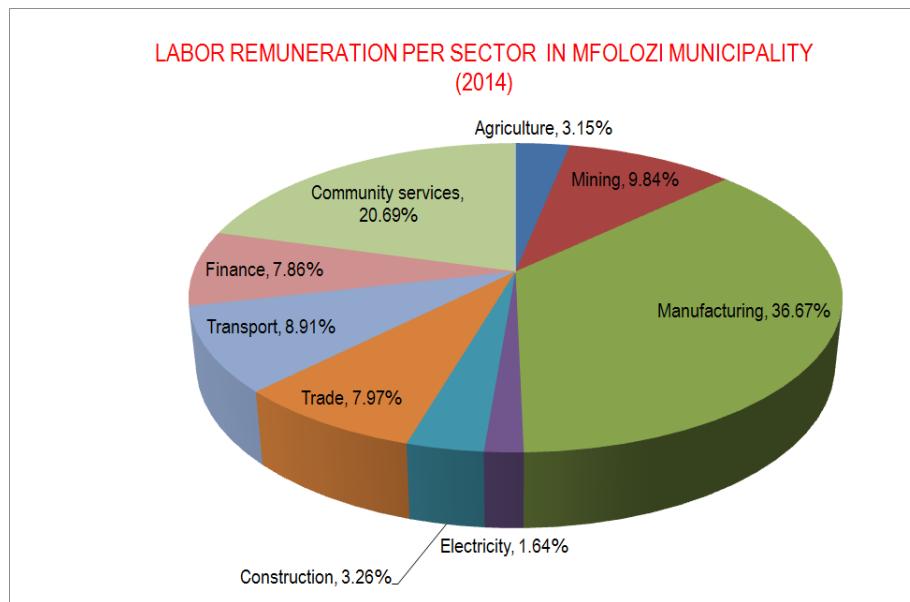
Table 2: Broad Economic Sectors Contribution to GDP in Mfolozi Local Municipality

Broad Economic Sectors Contribution to GDP in Mfolozi Municipality (R1000 prices)						
	2009	2010	2011	2012	2013	2014
Agriculture	389 357	413 970	420 325	372 451	391 286	454 255
Mining	941 294	1 094 042	1 082 821	1 249 424	1 274 139	1 352 321
Manufacturing	1 882 066	1 967 709	2 031 377	2 315 795	2 566 399	2 752 568
Electricity	88 314	112 485	168 667	210 096	236 262	257 934
Construction	257 257	268 249	304 634	287 835	334 542	366 337
Trade	532 153	584 549	668 369	732 910	774 965	834 719
Transport	799 341	847 647	969 550	1 147 318	1 303 076	1 406 429
Finance	606 262	636 820	687 433	771 909	827 521	889 976
Community services	703 589	787 925	873 589	957 152	1 068 578	1 146 823
Total Industries	6 199 633	6 713 396	7 206 765	8 044 889	8 776 768	9 461 362

Labour Remuneration

On labour remuneration, manufacturing was the highest payer in 2014/15, followed by community services, then mining. The sectors with the least remuneration were electricity (1.64%) and agriculture (3.15%).

Labour Remuneration Per sector in uMfolozi Local Municipality



Various projects have been implemented to stimulate job creation (Mayoral Projects, Sewing Projects, Farming Projects and Block making Projects)

Mtolo Farming Project

- ❖ Created 10 job opportunities
- ❖ Farming project supported through market extension programmes, mentorship and material funding

Methusalem Sewing Project

- ❖ Created 7 jobs
- ❖ Supported through industrial sewing machinery procurements and mentorship

Vukusebenze

- ❖ Created 4 jobs
- ❖ Municipality financed the erection of sewing centre and machinery

Mayoral projects has created more 50 jobs in various projects like catering, poultry, agro processing, gardening services, sewing and art and craft projects.



Handover of Methusalem Sewing Project



Mtolo Farming Project

3.9 Bio-Diversity, Landscape and Other

The Clearing of Invasive Alien Plants Programme was as an initiative to reduce the impact of alien plants in our communities, reduce poverty, and develop skills by employing local communities and undertake environmental protection by clearing invasive alien plants. The employees worked for 30 days.

Job level	Employees: Bio-Diversity; Landscape and Other				
	Year 2014/15				
	Employees No.	Posts No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) 5	Days worked
0-3	15	16			30
Total	15	16			30



INVASIVE ALIEN PLANTS CLEARING PROJECT



INVASIVE ALIEN PLANTS CLEARING PROJECT



INVASIVE ALIEN PLANTS CLEARING PROJECT

3.10 Library Services

INTRODUCTION TO LIBRARY SERVICES

The KwaMbonambi Library services the community around uMfolozi Municipality area. The services that we render to the community is lending books, cd's and magazines. We also visit schools around to do outreach programmes and career guidance.

One of the biggest **Career Guidance** we hosted was when we invited all high schools under uMfolozi Municipality. The purpose of the Career Guidance Day is to expose learners to a variety of career fields, in an effort to encourage and motivate them to continue their education and pursue a career they are passionate about. Ten (10) professionals representing a variety of companies and organisations in various career fields made presentations to learners about their career choices. Learners had a buffet of career presentations to choose from as they moved from one company stall to the other. Demonstrations, promotional items, prizes and information brochures were used to enhance the participation of the learners during presentation sessions.

Our keynote Speaker also addressed learners about various careers they can pursue, the steps to follow in making a good career choice and some tips when applying for a bursary she also noted that events like these play a critical role in preparing learners for future opportunities and it also motivates them to work even harder toward a goal or career they want to pursue.

Africa Day

We were invited to Africa Day celebration in KwaMbonambi Primary where there were a lot of activities. A presentation was conducted to students about the library and how to use the library.

Outreach Programmes

The Community Outreach Program gives students the opportunity to get involved in community services on a regular basis, with projects to choose from almost daily. Projects are student-led and are offered at a variety of non-profit agencies. Students can sign up for projects as early as one week in advance and up to the day of the project. Space is limited so signing up early is strongly encouraged. To participate, stop by library to sign up in the project binders, and then arrive at Library on the project date at the designated arrival time (according to the schedule). You will be greeted by the project facilitator, and he/she will be responsible for taking attendance, getting the group introduced to one another, and preparing everyone for the project. The facilitator will then transport the group to the agency to volunteer, using municipality vans, and he/she will supervise on site. After the service, the facilitator will transport you back to the Library at the designated time. On the route back to campus, the facilitator will lead the group in a reflection discussion in hopes of helping volunteers make the most meaning from their service experience.

Most Community Outreach projects do not require a long-term commitment. Instead, the aim of the Community Outreach Program allows students to explore various volunteer opportunities and learn more about the local non-profit community. The hope is that students who participate in this program will discover an agency or volunteer project that they especially enjoy and they will want to continue signing up and volunteering with the project throughout the semester/year.

Those who do find a project they enjoy or an agency or community issue they really care about, and who want to take their service to another level, taking on the role of volunteer advocate and community educator are encouraged to apply to be an Outreach Program Facilitator.



Africa Day



Career Guidance Day

3.11 Human Resources

Job Level	Employees: Human Resources Services				
	2013/14 Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
0-3	-	-	-	-	-
4-6	-	-	-	-	-
7-9	-	-	-	-	-
10-12	1	1	1	0	0%
13-15	1	1	1	0	0%
16-18	-	-	-	-	-
19-20	-	-	-	-	-
Total	2	2	2	0	0%

Financial Performance: 2014/15 – Human Resources Services					
Details	2013/14	2014/15			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	-	-	-	-	-
Expenditure:					
Employees	562 761.25	648 226.00	-	595 681	8.8%
Repairs and Maintenance	-	-	-	-	-
Other		6 447 359	7 360 213	707 1577	4%
Total Operational Expenditure		7 360 023		7 667 258	4%
Net Operational Expenditure					

3.12 Finance

Details of the types of account raised and recovered	Debt Recovery						R'000
	2013/14	Actual for accounts billed in 2013/14	Proportion of accounts value billed that were collected in 2013/14 %	Billed in 2014/15 (Unaudited)	2014/15	2015/16	
Property rates & Services charges	6 276 830	5 285 656		6 779 661	5 774 092	85.17%	7 120 892
Electricity - B	-	-	-	-	-	-	-
Electricity - C	-	-	-	-	-	-	-
Water – B	-	-	-	-	-	-	-
Water - C	-	-	-	-	-	-	-
Sanitation	-	-	-	-	-	-	-
Refuse	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-

B= Basic; C= Consumption

Job Level	Employees: Finance Services					
	2013/14		2014/15			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)	
	No.	No.	No.	No.	%	
0-3	0	0	0	0	0	0
4-6	3	3	3	0	0	0
7-9	0	2	1	1	50	
10-12	4	11	4	7	64	
13-15	1	2	1	1	50	
16-18	0					
19-20	0					
Total	8	18	9	9		

Financial Performance: 2014/15 – Finance Services					
Details	2013/14	2014/15			
	Actual	Original Budget	Adjustment Budget	Actual (Unaudited)	Variance to Budget
Total Operational Revenue	98 720 330	136 779 792	135 000 000	122 029 000	10%
Expenditure:					
Employees	21 864 983	32 679 300	31 679 300	31 194 882.17	2%
Repairs and Maintenance	2 445 773	2 690 000	2 450 000	1 338 920.12	45%
Other	40 110 364	38 108 700	40 908 700	41 268 545.36	-1%
Total Operational Expenditure	71 855 887	73 478 000	75 038 000	73 802 347.65	2%
Net Operational Expenditure					%

Capital Expenditure: 2014/15 – Finance Services					
Capital Projects	2014/15				
	Budget	Adjustment Budget	Actual Expenditure	Variance from Original Budget	Total Project Value
Total Projects	60 652	59 652		%	
Project A - MIG	23 452	38 452	37 617	60%	
Project B- BHUBHUBHU	5 000	5 000	3 372	33%	
Project C – THUSONG	32 200	16 200	4 696	144.83%	

3.13 Annual Performance Information

IDP No.	Outcome 9	Objectives	Strategy	Key Performance Indicator	Previous year (2013/14)		Current Year (2014/15)		Status (Achieved/Not Achieved)	Blockages	Corrective Measure	Portfolio of Evidence	Expenditure Incurred	Responsible Department
					Target	Actual Performance	Target	Actual Performance						
KPA: Municipal Transformation and Institutional Development														
1.1	Differentiated approach to municipal financing, planning and support	To improve institutional and organisational capacity	Prepare HR Plan	Reviewed HR Plan by June 2015	Approve HR Plan	HR Plan tabled to Council but has not been adopted. Council request training	To review HR Plan by June 2015	HR Plan has been approved and is being implemented	Achieved	N/A	N/A	Appointment letter, Council Resolution, Minutes of Council meeting	R129 310.20	Corporate Services
1.1	Differentiated approach to municipal financing, planning and support	To improve institutional and organisational capacity	Review WSP	Submitted WSP to LGSETA by 30 April 2015	Submit WSP	WSP submitted	Submit WSP to LGSETA by 30 April 2015	The WSP was submitted to LGSETA on 30 April 2015	Achieved	N/A	N/A	Acknowledgement letter from LGSETA	N/A	Corporate Services
1.1	Differentiated approach to municipal financing, planning and support	To improve institutional and organisational capacity	Implement WSP	Number of Councillors and employees trained as per WSP by June 2015	Workshop and capacitate staff members on Council policies	No workshop conducted in 2013/14 financial year	To train 20 Councillors and employees as per WSP by 30 June 2015	30 Councillors that were trained during 2014/2015 financial year	Achieved	N/A	N/A	Attendance register and report on trained Councillors	R200 000.00	Corporate Services
1.2	Differentiated approach to municipal financing, planning and support	Improve effectiveness of public participation in the municipality	Strengthen and build the capacity of ward committees	Number of ward committee secretaries trained on Basic Minutes Taking and report writing	N/A	N/A	To train 150 ward committee secretaries on Basic Minutes Taking and report writing by 30 September 2014	150 Ward committee secretaries have been trained	Achieved	N/A	N/A	Attendance register, Training manual	R5000.00	Office of the MM
1.3	Differentiated approach to municipal financing, planning and support	Improve effectiveness of public participation in the municipality	To develop and enforce municipal by-laws	Number of by-laws reviewed and gazetted	2 By-laws gazetted	2 By-laws have been gazetted	8 By-laws reviewed and gazetted by 30 June 2015	Engaged with service provider appointed by Cogta. By-laws have not been reviewed and gazetted	Not Achieved	Financial Constraints	By laws have been budgeted for the next financial year.	Council resolution, presentation	Nil	Community Services
1.4	Differentiated approach to municipal financing,	To improve institutional and organisational capacity	Review Municipal Organisational Structure	Adopted reviewed organogram by 30 June 2015	Review and implement the organizational structure	The organogram was approved by Council	To have an adopted reviewed 2015/16	2015/16 organogram was adopted by Council on 30 June 2015	Achieved	N/A	N/A	Council resolution, minutes of Council meeting,	Nil	Corporate Services

	planning and support						organogram 30 June 2015					attendance register		
1.5	Differentiated approach to municipal financing, planning and support	Improve municipal performance through PMS implementation	Develop and Align OPMS to IDP	Approved OPMS scorecard by 30 June 2015	N/A	N/A	Approve 2015/16 OPMS scorecard by 30 June 2015	OPMS scorecard approved by EXCO on 25 June 2015 and noted by Council as annexure on IDP on 30 June 2015	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register	Nil	Office of the MM
1.5	Differentiated approach to municipal financing, planning and support	Improve municipal performance through PMS implementation	Submit quarterly PMS reports to Council	Number of Performance reports submitted to Council by 30 June 2015	N/A	N/A	4 Performance reports submitted to Council by 30 June 2015	4 Performance reports have been submitted to Council	Achieved	N/A	N/A	Council resolution, minutes of Council meetings, attendance register	Nil	Office of the MM
1.5	Differentiated approach to municipal financing, planning and support	Improve municipal performance through PMS implementation	Conduct IPMS assessments for Section 54/56 managers	Number of assessments conducted by 30 June 2015	N/A	N/A	4 Performance assessments conducted by 30 June 2015	2 Performance assessments have been conducted	Not achieved	Challenge in finding suitable dates for remaining assessments	To complete 2014/15 Performance assessments by 30 September 2015	Minutes of assessments, attendance register	Nil	Office of the MM
1.5	Differentiated approach to municipal financing, planning and support	Improve municipal performance through PMS implementation	Reports by PAC submitted to Council	Number of reports to Council by 30 June 2015	N/A	N/A	4 Reports submitted Council by the Audit Committee by 30 June 2015	No report have been submitted to Council	Not Achieved	Reports were not compiled	To ensure reports for 2015/16 are submitted to Council on a quarterly basis	N/A	Nil	Finance Services
1.6	Differentiated approach to municipal financing, planning and support	To improve institutional and organisational capacity	Review Employment Equity Plan	Approved Employment Equity Plan by 30 June 2015	Approve Employment Equity Plan	Employment	Approve an Employment Equity Plan by June 2015	The employment equity plan was approved on 30 June 2015	Achieved	N/A	N/A	Minutes and Council Resolution	R129 310.20	Corporate Services
1.6	Differentiated approach to municipal financing, planning and support	To improve institutional and organisational capacity	Employ youth in the municipality	Percentage of recruits younger than 35 employed in the municipality	Filling of budgeted vacant positions in the organogram	All critical posts have been filled	50% of vacant posts allocated to persons under the age of 35 years	The target has been achieved hence above 80% of employees under the age of 35 years have been appointed	Achieved	N/A	N/A	Appointment letters and Contracts of appointment	Nil	Corporate Services

KPA: Basic Service Delivery														
1.7	Improved access to basic services	Ensure fast tracking of Basic Service Delivery	To facilitate the delivery of basic services in an effective and efficient manner	Number of Operation MBO coordinated	N/A	N/A	Coordinate 2 operation MBO by 30 June 2015	3 Operation MBOs were held	Achieved	N/A	N/A	Reports	R5 500.00	Office of the MM
1.8	Improved access to basic services	Improve access to potable water	Alignment of municipal priorities with District provision function	Number of alignment meetings held by 30 June 2015	4	4	4 Water Alignment meetings held by 30 June 2015	4 Water Alignment meetings have been held	Achieved	N/A	N/A	Attendance Register, Minutes of meetings	Nil	Technical Services
1.9	Improved access to basic services	Improve access to sanitation	Alignment of municipal priorities with District provision function	Number of alignment meetings held by 30 June 2015	4	4	4 Sanitation Alignment meetings held by 30 June 2015	4 Sanitation Alignment meetings have been held	Achieved	N/A	N/A	Attendance Register, Minutes of meetings	Nil	Technical Services
1.10	Improved access to basic services	Improve access to electricity	Alignment of municipal priorities with Eskom electricity provision	Number of alignment meetings held 30 June 2015	4	4	4 Electricity Alignment meetings held by 30 June 2015	4 Electricity Alignment meetings have been held	Achieved	N/A	N/A	Attendance Register, Minutes of meetings	Nil	Technical Services
1.11	Improved access to basic services	Improve waste management	Review the Integration Waste Management Plan	Reviewed Integration Waste Management Plan	To review and implement Integrated Waste Management Plan	IWMP not reviewed	IWMP to be reviewed and adopted by Council by 30 June 2015	Service provider has not been appointed for reviewing plan. Requisition has been sent to Finance Services and TOR is in place	Not Achieved	Delays in appointing service provider	To review document in 2015/16 financial year	Requisition, TOR	Nil	Community Services
1.11	Improved access to basic services	Improve waste management	Reduced Waste to landfill site	Conducted Feasibility study by 30 June 2015	N/A	N/A	Conduct feasibility study for recycling facilities and buy back centres by 30 June 2015	Not activity has been conducted in this project	Not Achieved	Project was abandoned due to resignation of Director: Technical Services, as he	Target will be revised for the next financial period	N/A	Nil	Technical Services

2.1	Improved access to basic services	Improve the provision and maintenance of municipal roads and sidewalks	Construct new access roads	Kilometres of new road constructed	N/A	N/A	To construct 7 kilometres of access roads by 30 June 2015	7,4km of access roads have been constructed	Achieved	N/A	N/A	Certificate of completion	R11 758 091.92	Technical Services
2.1	Improved access to basic services	Improve the provision and maintenance of municipal roads and sidewalks	Maintenance of roads	Kilometres of roads maintained	Approve Road Maintenance Plan	Road Maintenance Plan not approved	To maintain 180 kilometres of roads by 30 June 2015	180km of access roads have been maintained	Achieved	N/A	N/A	Grader schedule	R264 000.00	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Community halls	Number of community halls constructed	N/A	N/A	To build 3 new community halls by 30 June 2015	3 community halls have been built	Achieved	N/A	N/A	Certificate of completion	R5 569 402.18	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Crèches	Number of new Crèches constructed	N/A	N/A	To build 7 new Crèches by 30 June 2015	2 crèches have been built	Not Achieved	Service providers have not been appointed for construction of 2 crèches. 1 crèche is not constructed due to a court order. There have been delays in appointing service providers for construction of 2 crèches	Ensure completion of the 5 crèches in 2015/16 financial year	Certificate of completion, appointment letters, progress reports	R4 908 109.15	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide MPC	Number of MPC's built	N/A	N/A	To build 3 new Multi-Purpose Centre by 30 June 2015	2 Multi-Purpose centres are being built.	Not Achieved	Delays in appointing service provider	Ensure completion of Multi-Purpose Centres in 2015/16 financial year	Appointment letter, progress reports	R2 557 604.61	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Market stalls	Number of Market stalls built by 31 March 2015	N/A	N/A	To build 3 new Market Stalls by 31 March 2015	Project reprioritised to construct youth centre	Not Achieved	Project has been reprioritised to construct youth centre	Market stalls to be constructed in 2015/16 financial year	Progress reports	R66 654.66	Technical Services

2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide High mast lighting	Erected High mast lights by 31 March 2015	N/A	N/A	To erect 1 High Mast Lighting by 31 March 2015	1 High mast light has been erected	Achieved	N/A	N/A	Certificate of completion	R479 607.82	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Bus shelters	Number of Bus shelters constructed	N/A	N/A	To construct 16 new Bus Shelters by 31 March 2015	16 Bus shelters have been constructed	Achieved	N/A	N/A	Certificate of completion, progress reports	R1 303 381.41	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Pension payout shelters	Number of Pension payout point shelters constructed by 31 March 2015	N/A	N/A	To construct 2 Pension Payout Shelters by 31 March 2015	3 Payout Pension Shelters have been constructed	Achieved	N/A	N/A	Certificate of completion, progress reports	R3 816 398.74	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide sporting complexes	Conducted Feasibility study by 30 June 2015	N/A	N/A	To conduct feasibility; prepare design plans and drawings by 30 June 2015	Feasibility study conducted and designs are in place	Achieved	N/A	N/A	Designs	Nil	Technical Services
2.2	Improved access to basic services	Enhance access to and provision of social and community services	Provide Market stores	Constructed Market store by 30 June 2015	N/A	N/A	Construct 3 Market stalls in Khondweni by 30 June 2015	1 Market stall have been constructed	Not Achieved	Initial target for Khondweni was 1 Market stall	Revise Annual target in 2015/16 SDBIP	Certificate of completion, progress reports	R290 469.11	Technical Services
2.3	Improved access to basic services	To plan and support the acceleration of sustainable human settlements at appropriate locations	Review the Housing Sector Plan (ensure alignment with SDF)	Reviewed and adopted Housing Sector Plan	Review and implement the Housing Sector Plan	Housing Sector Plan adopted	To review and adopt Housing Sector Plan by June 2015	Housing Sector Plan was adopted in May 2014	Achieved	N/A	N/A	Council resolution, minutes of meeting, attendance register	Nil	Technical Services

KPA: Local Economic Development

3.1	Community work programme implemented and cooperatives	To ensure enhancement of appropriate and sustainable LED	Review LED Plan	Reviewed & adopted LED Plan	Adopt LED Strategy	LED Strategy not adopted	To review and adopt LED Plan by 30 June 2015	Service Provider was appointed and inception report is in place	Not Achieved	Late appointment of service provider	LED Plan to be adopted in 2015/16 financial year	Appointment letter, advert, inception	R108 307.90	Technical Services
3.2	Community work programme	To contribute towards the development	Develop Tourism	Adopted Tourism	Adopt Tourism Sector Plan	Tourism Sector Plan not adopted	Adopt Tourism Development	Project abandoned	Not Achieved	Plan could not be developed	To prioritise Plan for next financial year	N/A	Nil	Technical Services

	implemented and cooperatives	of Tourism Sector	Development Plan	Plan by 30 June 2015			Plan by 30 June 2015	due to lack of funds		due to lack of funds	and be adopted by Council			
3.3	Community work programme implemented and cooperatives	To contribute towards the development of the Agricultural Sector	Prepare an Agricultural Development Plan, in cooperation with the Dept. of Agriculture	Adopted Agricultural Development Plan by 30 June 2015	N/A	N/A	Adopt Agricultural Development Plan by 30 June 2015	Project abandoned due to lack of funds	Not Achieved	Plan could not be developed due to lack of funds	To prioritise Plan for next financial year and be adopted by Council	N/A	Nil	Technical Services
3.4	Community work programme implemented and cooperatives	To promote the participation of Woman, Youth and the Disabled in LED projects and activities	Develop a database of woman, youth and disabled that are interested in the LED projects	Developed database by 30 June 2015	N/A	N/A	Develop a database of woman, youth and disabled that are interested in the LED projects by 30 June 2015	Database for cooperatives is in place	Achieved	N/A	N/A	Database, Adverts	Nil	Technical Services
3.5	Community work programme implemented and cooperatives	To promote SMME Development	Update database of SMME's	Updated database of SMME's indicating local suppliers per ward	Update database of SMMEs	SMME database has been updated	Update database of SMME's indicating local suppliers per ward by 30 June 2015	Database has been updated	Achieved	N/A	N/A	Adverts, Database	Nil	Technical Services
3.5	Community work programme implemented and cooperatives	To promote SMME Development	Conduct training workshop to SMMEs	Number of SMME's workshops conducted	N/A	N/A	Conduct 1 SMME's Workshops by 31 March 2015	SMME workshop was held on March 2015	Achieved	N/A	N/A	Attendance register	Nil	Technical Services
3.6	Community work programme implemented and cooperatives	Decrease unemployment through LED job creation	Create employment opportunities through EPWP	Number of EPWP jobs created	100	159 Jobs were created through Mayoral Projects	100 beneficiaries employed through EPWP by 30 June 2015	76 beneficiaries employed through EPWP	Not Achieved	Municipality could only employ 76 employees	To revise target in the 2015/16 financial year	Nil	Nil	Technical Services
3.6	Community work programme implemented and cooperatives	Decrease unemployment through LED job creation	Create employment opportunities through CWP	Number of CWP jobs created	N/A	N/A	100 Beneficiaries employed through CWP by 30 June 2015	No beneficiaries have been employed through CWP	Not Achieved	The municipality does not have CWP	To revise target in 2015/16 financial year	N/A	Nil	Technical Services
3.6	Community work programme implemented	Decrease unemployment through LED job creation	Create employment opportunities through Capital Project	Number of jobs created through Capital projects	N/A	N/A	100 beneficiaries employed through Capital	100 employed through capital projects	Achieved	N/A	N/A	Nil	List of employed beneficiaries	Technical Services

	and cooperatives						Projects by 30 June 2015							
3.6	Community work programme implemented and cooperatives	Decrease unemployment through LED job creation	Create employment opportunities through LED Projects	Number of jobs created LED Projects	15 LED Programmes	15	100 beneficiaries employed through LED Projects by 30 June 2015	27 beneficiaries employed through LED projects	Not achieved	4 Projects were supported and could not employ 100 beneficiaries	To revise target in 2015/16 financial year	List of beneficiaries	Nil	Technical Services
KPA: Good Governance & Public Participation														
3.7.1	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Organise Council meetings	Number of meetings facilitated	N/A	N/A	Facilitate the sitting of 4 Council meetings by 30 June 2015	12 Council meetings were held during 2014/2015	Achieved	N/A	N/A	Minutes of Council meeting, attendance register	Nil	Corporate Services
3.7.2	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Organise EXCO meetings	Number of meetings facilitated	N/A	N/A	Facilitate the sitting of 12 EXCO meetings by 30 June 2015	14 Executive Committee meetings were held during 2014/2015 financial year	Achieved	N/A	N/A	Minutes of EXCO meeting, attendance register	Nil	Corporate Services
3.7.3	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Organise Portfolio meetings	Number of meetings facilitated	N/A	N/A	Facilitate the sitting of 48 Portfolio meetings by 30 June 2015	48 meetings were held during 2014/2015 financial year	Achieved	N/A	N/A	Minutes of meeting, attendance register	Nil	Corporate Services
3.8.1	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Develop Records Management Policy	Developed and approved Policy by 31 December 2014	N/A	N/A	Develop and approve Records Management Policy by 31 December 2014	Records Management Policy has been developed and approved by Council	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register	Nil	Corporate Services
3.8.2	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Develop Registry Policy Manual	Developed and approved Manual by 31 December 2014	N/A	N/A	Develop and approve Registry Policy Manual by 31 December 2014	Registry Policy Manual has been developed and approved by Council	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register	Nil	Corporate Services
3.9	Deepen democracy through a refined ward	Improve effectiveness of public participation in	Present Council Resolution Register to Council	Presented Council Resolution	N/A	N/A	To have three Council Resolutions Register	Three Council Resolutions were	Achieved	N/A	N/A	Council Minutes	Nil	Corporate Services

	committee system	the municipality		Register to Council			presented to Council by 30 June 2015	presented to Council.						
3.10	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Submit Functionality reports on Council Committees	Number of functionality reports submitted to COGTA	N/A	N/A	Submit 3 functionality reports to COGTA on Council committees by 30 June 2015	Three functional reports were submitted to CoGTA	Achieved	N/A	N/A	Acknowledgement letter	Nil	Corporate Services
3.11	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Submit Leave Management Reports	Number of Leave Management Reports submitted to Council	N/A	N/A	Submit 4 Leave Management Report to Council by 30 June 2015	Four leave reports were submitted that were submitted during 2014/2015 financial year	Achieved	N/A	N/A	Leave Report, Minutes of Council meeting, attendance register	Nil	Corporate Services
3.12	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Ensure the sitting of LLF Committee	Number of LLF meetings held	N/A	N/A	4 LLF Meetings to be held by 30 June 2015	Four LLF meetings were held during 2014/2015 financial year	Achieved	N/A	N/A	Minutes of meeting & attendance register	Nil	Corporate Services
3.13	Deepen democracy through a refined ward committee system	Promotion of arts, culture and heritage	Promotion of arts, culture and heritage	Number of Cultural events coordinated	N/A	N/A	Assist Department of Arts and Culture in coordinating 4 Cultural events by 30 June 2015	4 Cultural events were coordinated	Achieved	N/A	N/A	Reports	R366 169.32	Office of the MM
3.14	Deepen democracy through a refined ward committee system	Ensure the functionality of Women Forums	Coordinate events relating to women issues	Number of events related to women issues coordinated	Establishment of 5 Special Programmes Forums	5 Special Programmes Forums established	Coordinate 2 events relating to women issues	4 events were held	Achieved	N/A	N/A	Attendance Register, reports	R232 626.29	Office of the MM
3.15	Deepen democracy through a refined ward committee system	Ensure the functionality of Disability Forums	Fast track coordination of PwD event and conduct awareness	Number awareness campaigns and events coordinated	Establishment of 5 Special Programmes Forums	5 Special Programmes Forums established	Facilitate Disability events and coordinate 4 awareness campaigns on disability in all wards by 30 June 2015	One disability event that was held	Not Achieved	One event was planned for the financial year	To review target in 2015/16 financial	Attendance Register, reports	R150 866.76	Office of the MM
3.16	Deepen democracy through a refined ward	To improve institutional and	Review IT Policy	Reviewed IT Policy and Procedure by	N/A	N/A	Review IT Policy and Procedure by 30 September 2014	IT Policies were reviewed on the 06 th of August and	Achieved	N/A	N/A	Council minutes & attendance register	Nil	Corporate Services

	committee system	organisational capacity		30 September 2014				was further reviewed and tabled to Council on the 31 st of March 2015						
3.17	Deepen democracy through a refined ward committee system	To improve institutional and organisational capacity	Review IT Governance	Reviewed IT Governance by 30 September 2014	N/A	N/A	Review IT Governance by 30 September 2014	The IT Governance was reviewed on 06 August 2014 and was further reviewed on 31 March 2015.	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register	Nil	Corporate Services
3.18	Deepen democracy through a refined ward committee system	To develop an effective and efficient mechanism to monitor organizational performance	Ensure senior managers sign Performance Contracts	Number of Performance Agreements signed	N/A	N/A	To have 5 signed Performance Agreements of Senior Managers by 31 July 2014	All 5 Senior Managers have signed their Performance Agreements	Achieved	N/A	N/A	Signed Performance Agreements	Nil	Office of the MM
4.1	Deepen democracy through a refined ward committee system	Ensure EAP is effective and functional	Implement EAP Initiatives	Appointed Service Provider by 31 December 2014	N/A	N/A	Appoint EAP Service Provider by 31 December 2014	The Service Provider for EAP has been appointed, and has already commenced with Employee Assistance Programmes with a purpose of assisting Municipal employees	Achieved	N/A	N/A	Appointment letter, advert	R166 383.00	Corporate Services
4.2	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Promote public participation in the budget process	Number of budget consultative meetings held	2 public meetings	2	2 Budget consultative meetings held by 30 June 2015	4 Budget consultative meeting have been held	Achieved	N/A	N/A	Advert, Minutes of meeting, attendance register	Nil	Finance Services
4.3	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Promote public participation in the budget process	Number of budget and tariff of charges advertised	N/A	N/A	Publish 2 adverts on Budget and Tariff charges by 31 March 2015	2 Adverts have been published on budget and tariff charges	Achieved	N/A	N/A	Advert	R13 518.96	Finance Services

								(draft and final)						
4.4	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Strengthen and build the capacity of ward committees	Reviewed and adopted Policy by 30 June 2015	Development / Review of a Ward Committee Policy	Policy not reviewed	Review and adopt Ward Committee Policy by 30 June 2015	Ward Committee Plan has not been reviewed	Not Achieved	Plan is still applicable for the financial year	To revise target in 2015/16 financial year	N/A	Nil	Office of the MM
4.5	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Submit Workplans	Submitted Workplans by 31 March 2015	N/A	N/A	Submission of the workplans by the 31 March 2015	All Departments have submitted their Plans	Achieved	N/A	N/A	Workplans	Nil	Office of the MM
4.6	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Provide support to ward committees	Number of assessments conducted	Development / Review of a Ward Committee Support Plan	Support plan not reviewed	Conduct 4 ward committee functionality assessments by 30 June 2015	4 ward committee functionality assessments have been conducted. Report has been submitted to Cogta	Achieved	N/A	N/A	Functionality report, Acknowledgement of receipt from Cogta	Nil	Office of the MM
4.7	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Participation of library personnel in government planned programmes	Number of conferences and workshops attended	N/A	N/A	Attend 2 workshops and conferences organized by Provincial Library Services by 31 March 2015	Attended 1 workshop organised by PLS and 1 workshop organised by LIASA	Achieved	N/A	N/A	Reports	Nil	Community Services
4.8	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Participation of library personnel in government planned programmes	Number of meetings attended	N/A	N/A	Attend 9 Interest Group meetings by 30 June 2015	4 Interested Groups Attended	Not Achieved	Interest groups can only be attended once per quarter	To revise annual target in 2015/16 financial year	Reports	Nil	Community Services
4.9	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Creating awareness to the public about the services of the library	Conducted Orientation session by 31 December 2014	N/A	N/A	Conduct 1 orientation session on library services by 31 December 2014	1 orientation has been conducted	Achieved	N/A	N/A	Reports	Nil	Community Services
4.10	Deepen democracy through a refined ward	Improve effectiveness of public participation in	Creating awareness to the public about the	Number of school visits conducted	N/A	N/A	Visit 4 Schools on Library services by 30 June 2015	4 school visits were conducted	Achieved	N/A	N/A	Reports	Nil	Community Services

	committee system	the municipality	services of the library											
4.11	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Creating awareness to the public about the services of the library	Conducted Career Guidance by 31 December 2014	N/A	N/A	Conduct 1 Career Guidance Initiatives by 30 June 2015	1 Career Guidance Initiatives conducted	Achieved	N/A	N/A	Reports	Nil	Community Services
4.12	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	To manage staff to ensure productivity and job satisfaction	Number of departmental meetings	N/A	N/A	4 Departmental meetings by 30 June 2015	4 Departmental meetings held	N/A	N/A	N/A	Minutes of meeting, attendance register	Nil	Community Services
4.13	Deepen democracy through a refined ward committee system	To improve municipal inter-departmental and external (including IGR) communication	Prepare Communication Plan	Developed and approved Communication Plan	N/A	N/A	To develop and approve a Communication Plan by 31 March 2015	Communication Plan has been developed and approved by Council	Achieved	N/A	N/A	Council Resolution, minutes of Council meeting, attendance register	Nil	Office of the MM
4.14	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Conduct IDP Rep forums	Number of IDP Rep Forum meetings held	N/A	N/A	To conduct 4 IDP Rep Forum meetings by 31 May 2015	3 IDP Rep Forum took place	Not Achieved	Departments do not attend Rep Forum meetings	To have joint Rep Forum meetings with uThungulu District Municipality	Minutes of meeting, attendance register	R129 050.00	Office of the MM
4.14	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Approve 2015/16 IDP	Adopted and Reviewed 2015/16 IDP by 31 May 2015	N/A	N/A	To adopt reviewed 2015/16 IDP by 31 May 2015	2015/16 IDP have been adopted by Council	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register		Office of the MM
4.14	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Conduct IDP Roadshows bi-annually	Number of IDP roadshows	N/A	N/A	2 IDP roadshows by 31 May 2015	2 IDP Roadshows took place	Achieved	N/A	N/A	Attendance register, minutes of meeting		Office of the MM
5.1	Deepen democracy through a refined ward committee system	Improve effectiveness of public participation in the municipality	Ensure the functionality of Youth Forums	Coordinated Youth Celebration by 30 June 2015	N/A	N/A	Coordinate Youth celebration and attend Youth Parliament by 30 June 2015	Youth Celebration, Youth Summit and Siyabonga Sangweni Tournament was held	Achieved	N/A	N/A	Reports, Attendance Register	R974 442.65	Office of the MM

KPA: Municipal Financial Viability and Management

5.2	Improved municipal financial and administrative capability	Provide driving and licence testing functions	Issue learner licenses	Number of learner licenses issued	N/A	N/A	Issue 350 learner licenses by 30 June 2015	544 learner licenses have been issued	Achieved	N/A	N/A	E-Natis Report	R32 640.00 (Revenue)	Community Services
5.3	Improved municipal financial and administrative capability	Improve financial viability of municipality	Prepare Budget Process Plan	Approved Budget Process Plan by 30 September 2014	1 approved budget	Budget approved	Table 2015/16 Budget Process Plan to Council for approval by 30 September 2014	Budget Process Plan approved by Council on 02 October 2014	Achieved	N/A	N/A	Council Resolution	Nil	Finance Services
5.3	Improved municipal financial and administrative capability	Improve financial viability of municipality	Increase cash collection from customers	Amount of own revenue collected by 30 June 2015	1 Revenue Enhancement Strategy adopted by Council	Strategy not adopted	To collect own revenue of R7 200 000 by 30 June 2015	Collected own revenue of R20 245 775.00	Achieved	N/A	N/A	Section 71 Report	R20 245 755.00	Finance Services
5.4	Improved municipal financial and administrative capability	To enhance effective and efficient SCM process and procedures	Review SCM Policy	Reviewed and Adopted SCM Policy by 30 June 2015	1 Financial Policies adopted	Financial related policies have been adopted	Review and adopt SCM Policy by 30 June 2015	SCM Policy have been reviewed and adopted by Council.	Achieved	N/A	N/A	Council Resolution	Nil	Finance Services
5.4	Improved municipal financial and administrative capability	To enhance effective and efficient SCM process and procedures	Implement SCM Policy	Updated Database by 30 September 2014	N/A	N/A	Update SCM Database by 30 September 2014	SCM Database have been updated	Achieved	N/A	N/A	Supplier Data Base	N/A	Finance Services
5.4	Improved municipal financial and administrative capability	To enhance effective and efficient SCM process and procedures	Implement SCM Policy	Turnaround time for signing SLA after bid is awarded	N/A	N/A	Sign SLA/Contract within 7 Days after bid had been awarded	Signed Service Level Agreements within 7 Days after bid had been awarded	Achieved	N/A	N/A	Appointment letters, minutes of bid committee meetings	Nil	Finance Services
5.5	Improved municipal financial and administrative capability	Improve budget implementation in the municipality	Optimize the expenditure of capital budget	Percentage spent on Capital Budget	N/A	N/A	To spend 100% on capital budget by 30 June 2015	98% spent during 2014/15 financial year	Not Achieved	MIG was unspent on amount of R835 385.00	Ensure constant monitoring on capital expenditure in 2015/16 financial year	Section 71 Reports	R58 817 592.00	Finance Services
5.5	Improved municipal financial and administrative capability	Improve budget implementation in the municipality	Optimize revenue collection	Number of ratepayers billed	N/A	N/A	To bill and post billing statements to 510 ratepayers	Billing posted to 510 ratepayers	Achieved	N/A	N/A	Billing reports	Nil	Finance Services
5.5	Improved municipal	Improve budget implementation	Optimize expenditure	Percentage spent on	N/A	N/A	To spend 100% on Operational	99.66% of Operational	Achieved	N/A	N/A	Section 71 Reports		Finance Services

	financial and administrative capability	in the municipality	of operational budget	Operational Budget			budget by 30 June 2015	budget was spent						
KPA: Spatial Rationale/Cross cutting														
6.1	Single Window of Coordination	To promote the sustainability and protection of the municipality	Review Disaster Management Plan (including Contingency Plan) to include possible impacts of climate change	Reviewed and adopted Disaster Management plan by 30 June 2015	N/A	N/A	Review and adopt Disaster Management Plan by 30 June 2015	Requisition sent to Finance Services and TOR is in place	Not Achieved	Delays in appointing service provider	Target to be done in 2015/16 financial year	Requisition, TOR	Nil	Community Services
6.2	Single Window of Coordination	To promote the sustainability and protection of the municipality	Prepare Environmental Management Framework (EMF) to include climate matters	Reviewed and Adopted EMF by 30 June 2015	Adopt EMF	EMF adopted	Review and adopt EMF by 30 June 2015	EMF reviewed and adopted by Council	Achieved	N/A	N/A	Council resolution, minutes of Council meeting, attendance register	Nil (Project conducted internally)	Community Services
6.3	Single Window of Coordination	Improve strategic and spatial planning in the municipality	Prepare Land Use Management Scheme (LUMS) for the Rural Areas	Reviewed and Adopted LUMS by 30 June 2015	N/A	N/A	Review and Adopt Land Use management Scheme by 30 June 2015	Service provider has been appointed. LUMS has not been reviewed	Not Achieved	Late appointment of service provider	LUMS to be reviewed and adopted in 2015/16 financial year	Appointment letter, adverts	Nil	Technical Services

Chapter 4 – Organisational Development Performance

Component A: Introduction to the Municipal Personnel

4.1 Employee Total, Turnover and Vacancies

Description	Employees				
	2013/14	2014/15			
		Employee	Approved posts	Vacancies	Vacancies
		No	No	No	%
S 56/57	5	4	5	1	20%
Waste Water(Sanitation)	-	-	-	-	-
Electricity	-	-	-	-	-
Waste Management	-	-	-	-	-
Housing	1	1	3	2	67%
Technical services	19	17	22	5	23%
Roads	-	-	-	-	-
Transport	-	-	-	-	-
Planning	1	1	2	1	50%
Local Economic Development	1	1	2	1	50%
Community Services	32	37	48	9	19%
Finance	10	13	25	11	44%
Health	-	-	-	-	-
Executive office	7	8	14	5	36%
Sport and Recreation	1	1	1	0	0%
Corporate services	11	12	14	2	14%
Totals	88	95	131	37	28%

Vacancy Rate: 2014/15				
Designation	Total Approved Posts	*Vacancies (Total time that vacancies exist using fulltime equivalents)		*Vacancies (as a proportion of total posts in each category)
		No	No	
Municipal Manager	1	0		
CFO	1	0		
Other s57 Managers(excluding Finance posts)	3	1 (August 2014 to June 2015)		
Senior management Levels 13-17	6	2014 July to June 2015		
Highly skilled Supervision: Levels 9-12(excluding finance posts)	14	2014 July to June 2015		
Highly skilled Supervision: Levels 9- 12 (finance posts)	8	2014 July to June 2015		
Other Level 8 & below	8	2014 July to June 2015		
Total				

Turn- Over Rate			
Details	Appointments as of beginning of Financial year	Terminations during the Financial year	Turn- Over Rate
	No:	No:	
Year 2 (2012/2013)	9	8	89%
Year 1 (2013/2014)	13	14	108%
Year 0 (2014/2015)	35	14	40%

Component B: Managing the Workforce

4.2 Policies

HR Policies and Plans				
	Name of policy	Completed %	Reviewed %	Date adopted by council or comment on failure to adopt
1	Recruitment of Senior Managers	100%	100%	30 June 2015
2	Sexual Harassment	100%	100%	30 June 2015
3	Acting Allowance Policy	100%	100%	30 June 2015
4	Bereavement Policy	100%	100%	30 June 2015
5	Induction Policy	100%	100%	30 June 2015
6	Probation policy	100%	100%	30 June 2015
7	Private Work & Declaration of interest policy	100%	100%	30 June 2015
8	Protective clothing policy	100%	100%	30 June 2015
9	Smoking Policy	100%	100%	30 June 2015
10	Internship Policy	100%	100%	30 June 2015
11	Leave Policy	100%	100%	30 June 2015
12	Recruitment and selection Policy	100%	100%	30 June 2015
13	Exit Interview Policy	100%	100%	30 June 2015
14	Termination of Services Policy	100%	100%	30 June 2015
15	Disciplinary Code for Councillors	100%	100%	30 June 2015
16	Legal representation	100%	100%	30 June 2015
17	Dress Code	100%	100%	30 June 2015
18	HIV/Aids	100%	100%	30 June 2015
19	Promotion and Transfer	100%	100%	30 June 2015
20	Benefits and allowances	100%	100%	30 June 2015
21	Employment Equity plan	100%	100%	30 June 2015
22	Human Resources plan	100%	100%	30 June 2015
23	Workplace Skills Plan			

4.3 Injuries, sickness and suspensions

Number and Cost of injuries on Duty						
Type of injury	Injury leave taken		Employees using injury leave	Proportion employees using sick leave %	Average injury leave per employee	Total Estimated costs
	Days	NO:			Days	R'000
Required basic medical attention only	0	0	0	0	0	0
Temporary total disablement	0	0	0	0	0	0
Permanent disablement	0	0	0	0	0	0
Fatal						
Total	0	0	0	0	0	0

Number of days and cost of sick leave(excluding injuries on duty)						
Salary band	Total sick leave	Proportion of sick leave without medical certificate %	Employees using sick leave	Total employees in post	Average sick leave per employee	Estimated cost
	Days	No:	No:		Days	R'000
Lower skilled (Levels 1-2)	35	11%		4	9	
Skilled (Levels 3- 5)	185	8%		20	9	
Highly skilled production(6- 8)	132	17%		28	5	
Highly skilled supervision(levels 9-12)	204	11%		22	9	
Senior management(levels 13- 15)	43	28%		10	4	
MM and s57	8	13%		4	2	
Total	607			88	38	

Number and Periods of Suspensions				
Position	Nature of Allegation	Date of Suspension	Details of Disciplinary Action taken or status of case and Reasons why not finalised.	Date Finalised
Admin Officer	Misconduct	8 January 2015	finalised	12 June 2015
X4 Traffic Officer	Misconduct	24 April 2014	Internal disciplinary hearing was conducted and the matter was finalised.	02 September 2014

Disciplinary Action taken on cases of Financial Misconduct			
Position	Nature of Alleged Misconduct and Rand value of any loss to the Municipality	Disciplinary action taken	Date finalised
General Worker: Civil Services	Financial misconduct related to the receipting & banking of waste transfer station monies, R640	Internal disciplinary hearing was conducted, the employee was suspended without pay for 10 working days as per the ruling of the presiding officer.	19 November 2014
General Worker	Financial misconduct related to the receipting & banking of waste transfer station monies, R315	Internal disciplinary hearing was conducted, the employee was suspended without pay for 5 working days as per the ruling of the presiding officer.	19 November 2014
General Worker	Financial misconduct related to the receipting & banking of waste transfer station monies, R70	Internal disciplinary hearing was conducted, the employee was suspended without pay for 5 working days as per the ruling of the presiding officer.	19 November 2014
General Worker	Financial misconduct related to the receipting & banking of waste transfer station monies, R170	Internal disciplinary hearing was conducted, the employee was suspended without pay for 10 working days as per the ruling of the presiding officer.	19 November 2014
Driver	Financial misconduct related to the receipting & banking of waste transfer station monies, R3819.62	Internal disciplinary hearing was conducted, the employee was suspended without pay for 5 working days as per the ruling of the presiding officer.	19 November 2014

4.4 Skills Development and Training

Skills Matrix														
Management Level	Gender	Employees in post as at 30 June Year 2015	Number of Skilled employees required and actual as at 30 June 2015											
			Learnerships			Skills programmes & other short Courses			Other forms of trainings			Total		
		NO:	Actual: End of 2013/14	Actual: End of 2014/15	2015/16 Target	Actual: End of 2013/14	Actual: End of 2014/15	2015/16 Target	Actual: End of 2013/14	Actual: End of 2014/15	2015/16 Target	Actual: End of 2013/14	Actual: End of 2014/15	2015/16 Target
s57, Legislators	Female								9	9	9	9	9	9
	Male								21	21	21	21	21	21
Senior officials and managers	Female				1	2	5					1	2	5
	Male				1	2						1	2	
Technicians and associate professional	Female						1							1
	Male													
Professionals	Female					3	7						3	7
	Male					2	5		1				3	5
Sub total	Female													
	Male													
Total					2	10	18	30	30			32	40	48

Skills Development Expenditure										R '000	
Management level	Gender	Employees as at the beginning of the financial year	Learnerships		Skills programmes & other short courses		Other forms of training		Total		
			No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
MM and s57	Female										
	Male										
Legislators, senior officials and managers professionals	Female	14			225000	225000	15003	15003	240 003	240 003	
	Male	26			180000	180000	47509	47509	227509	227509	
Clerks	Female	1					12500	12500	12500	12500	
	Male	1					12500	12500	12500	12500	
Services and sales workers	Female										
	Male						12500	12500	12500	12500	
Plant and machine operators and assemblers	Female										
	Male										
Elementary occupations	Female										
	Male										
Subtotal	Female										
	Male										
Total				405000	405000	100012	10012	505012	505012		
% and R value of municipal salaries (original budget) allocated for workplace skills plan								%	350 000.00		

Chapter 5 – Financial Performance

This chapter contains information regarding financial performance and highlights specific accomplishments. This chapter comprises of the following:

- Statement of Financial Performance
- Grants
- Cash Flow
- Asset Management
- Other Financial Matters

Note: Refer to Unaudited Financial Statements

5.1 Asset Management

Repair and Maintenance Expenditure: 2014/15

	Original Budget	Adjustment Budget	Actual	Budget Variance
Repairs and Maintenance Expenditure	R2 690 000.00	R2 450 000.00	R2 445 773.00	0.2%

5.2 Capital Spending on 5 Largest Projects

Capital Expenditure of 5 Largest Projects					
Name of Project	Current Year: 2014/15			Variance: 2014/15	
	Original Budget R'000	Adjustment Budget R'000	Actual Expenditure R'000	Original Expenditure %	Adjustment Expenditure %
A - Thusong Centre and Municipal Office	32,664	33,514	6,878	78,9	79,50
B - Fuyeni Road	3,800	3,800	2,497	34,3	none
C - Thukwini Access Road	4,293	4,452	4,452	-3,7	none
D - Malanga Access Road	2,209	2,210	2,210	0,00	0,00
E - Manqamu Road	1,336	1,335	1,123	15,9	none
A - Thusong Centre and Municipal Office					
Objective of Project	To provide a world class space for government sector departments to render government services to a local community				
Delays	The project is 4 weeks behind schedule as result rainy days as well as the protest that took place during the Month of June 2015				
Future Challenges	Not applicable				
Anticipated Citizen Benefits	The community of uMfolozi Municipality will access government services as such ID application, pension application etc.				
B - Fuyeni Road No 7					
Objective of Project	To provide a suitable and accessible gravel road which leads to other villages and also stimulates local economic development				
Delays	Not applicable				
Future Challenges	Not applicable				
Anticipated Citizen Benefits	The community will enjoy a newly built gravel road to lead to other villages and will easily transport their economic work to other villages. This road also leads to medium order facilities as such clinics, schools and other government facilities				

C - Thukwini Access Road	
Objective of Project	The road will provide a link from Thukwini Village to Tswilitswili Village and also assist the villages with vehicular access to Langalibomvu High School
Delays	Not applicable
Future Challenges	Not applicable
Anticipated Citizen Benefits	The road will benefit Tswilitswili Village with access to public transport and basic services such as water through water tankers and other government services. The road will also provide suitable access to medium order facility (Langalibomvu High School)
D - Malanga Access Road	
Objective of Project	To provide a suitable and accessible gravel road which leads to other villages and also stimulates local economic development
Delays	Not applicable
Future Challenges	Not applicable
Anticipated Citizen Benefits	The community will enjoy a newly built gravel road to lead to other villages and will easily transport their economic work to other villages. This road also leads to medium order facilities as such clinics, schools and other government facilities
E - Manqamu Road	
Objective of Project	To provide a suitable and accessible gravel road which leads to other villages and also stimulates local economic development
Delays	Not applicable
Future Challenges	Not applicable
Anticipated Citizen Benefits	The community will enjoy a newly built gravel road to lead to other villages and will easily transport their economic work to other villages. This road also leads to medium order facilities as such clinics, schools and other government facilities

5.3 Basic Service and Infrastructure Backlogs

Introduction to Basic Service and Infrastructure Backlogs

Through the Integrated Development Plan and budget process, the municipality has prioritized various projects to eradicate service delivery backlogs to improve the lives of people residing within the jurisdiction of the municipality. This was done through the District and local Municipality's IDP consultative meetings which are aimed at getting the feedback on the service delivery backlogs, Status quo and future plans for service delivery projects.

The Municipality has a high rate of people immigrating to the area especially in the coastal area which put high demand of service delivery projects to be implemented. This is as result of the industries in Richards Bay and improved services provided by the District Municipality such as piped water and better sanitation services. The municipality requires about R334 million and R62 million for water and sanitation services backlog respectively.

Service Backlogs as at 30 June 2015				
	Service Level Above minimum standard		Service Level below minimum standard	
	No. of households	% of households	No. of households	% of households
Water	9031	35,3%	3824	14.9%
Sanitation	8302	32.5%	17290	67.6%
Electricity	4170	16.3%	4170	16.3%
Waste	20534	80,3%	2068	8,1%

Municipal Infrastructure Grant (MIG) Expenditure on Service Backlogs: 2014/15						
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	
Road transport						

Roads, pavements & bridges	22,500	24,500	20,446	9.1%	16.5%	The municipality must submit compliance reports on monthly basis and must be able to spend budget allocations before end of the financial year
Transportation				%	%	
Total	22,500	24,500	20,446	9.1%	16.5%	

Chapter 6 – Auditor General Findings

Information to be inserted once audit has been completed.

Appendices

Appendix A: Councillors, Committee Allocation and Council Attendance

FINANCIAL SERVICES

FINANCIAL SERVICES PORTFOLIO COMMITTEE					
Council Members	Full Time/ part time	Committee Allocated	Ward and/or Party Rep represented	Percentage Committee Meetings Attended	Percentage Apologies for non-attendance
				%	%
SW Mgenge	Part time	Financial Services	Ward	95	5%
TM Biyela	Part time	Financial Services	PR	80%	20%
MS Mhlongo	Part time	Financial Services	Ward	90%	10%
ZG Mcineka	Part time	Financial Services	PR	70%	30%
NT Mthiyane	Part time	Financial Services	PR	95%	5%
ESW Mthimkhulu	Part time	Financial Services	Ward	74%	26%
FPB Mpungose	Part time	Financial Services	Ward	100%	0%
SB Cele	Part time	Financial Services	PR	58%	42%
SC Ntuli	Part time	Financial Services	PR	57%	43%

CORPORATE SERVICES

CORPORATE SERVICES PORTFOLIO COMMITTEE					
Council Members	Full Time/ part time	Committee Allocated	Ward and/or Party Rep represented	Percentage Committee Meetings Attended	Percentage Apologies for non-attendance
				%	%
BT Mnqayi	Part time	Corporate Services	PR	100%	0%
SK Ngema	Part time	Corporate Services	PR	85%	15%
MM Mbuyazi	Part time	Corporate Services	Ward	80%	20%
EBZ Mbhele	Part time	Corporate Services	Ward	85%	15%
SR Thabethe	Part time	Corporate Services	PR	70%	30%
DSZ Mntambo	Part time	Corporate Services	PR	68%	32%
TS Gumedede	Part time	Corporate Services	PR	64%	36%
NH Mkhize	Part time	Corporate Services	PR	80%	20%
ZR Msane	Part time	Corporate Services	Ward	83%	17%
TE Mhlongo	Part time	Corporate Services	PR	70%	30%

COMMUNITY SERVICES

COMMUNITY SERVICES PORTFOLIO COMMITTEE					
Council Members	Full Time/ part time	Committee Allocated	Ward and/or Party Rep represented	Percentage Committee Meetings Attended	Percentage Apologies for non-attendance
				%	%
SK Ngema	Part time	Community Services	PR	100%	0%
EBZ Mbhele	Part time	Community Services	Ward	84%	16%
DSZ Mntambo	Part time	Community Services	PR	66%	34%
SP Makhanya	Part time	Community Services	Ward	90%	10%
FZ Mkhwanazi	Part time	Community	PR	70%	30%
XM Bhengu	Part time	Community Services	Ward	85%	15%
FM Thusi	Part time	Community Services	Ward	60%	40%
ZR Msane	Part time	Community Services	Ward	68%	32%
				80%	20%

TECHNICAL SERVICES

TECHNICAL SERVICES PORTFOLIO COMMITTEE					
Council Members	Full Time/ part time	Committee Allocated	Ward and/or Party Rep represented	Percentage Committee Meetings Attended	Percentage Apologies for non-attendance
				%	%
ME Ntshangase	Part time	Technical Services	Ward	87%	13%
XM Bhengu	Part time	Technical Services	Ward	80%	20%
NW Mthethwa	Part time	Technical Services	PR	65%	35%
SP Makhanya	Part time	Technical Services	Ward	85%	15%
B Mthiyane	Part time	Technical Services	Ward	88%	12%
FZ Mkhwanazi	Part time	Technical Services	PR	78%	22%
NC Mthembu	Part time	Technical Services	Ward	82%	18%
JM Ndimande	Part time	Technical Services	Ward	83%	17%
B Mnqayi	Part time	Technical Services	Ward	68%	32%

Appendix B: Committees and Committee Purposes

Committees and Purposes of Committees	
Municipal Committees	Purpose of Committees
Financial Services	<ul style="list-style-type: none"> ◆ Budget preparation and implementation ◆ Revenue and expenditure management ◆ Mid-year budget & performance assessment ◆ Revenue generation ◆ Debt collection, credit control and loans ◆ Supply chain management/ procurement ◆ Capital expenditure control ◆ Investments ◆ Asset and liability management ◆ Internal audit and audit committees ◆ Financial reporting and Auditing
Corporate Services	<ul style="list-style-type: none"> ↳ Administration ↳ Secretariat ↳ Legal Services ↳ Council support ↳ Policies and procedures ↳ Capacity building and Training ↳ Human Resources Management ↳ Performance Management ↳ Fleet Management ↳ Recruitment and Staff Appointment ↳ Staff Benefits and Conditions of Service ↳ Training and Development ↳ Labour Legislations and Trade Unions ↳ Occupational Health and Safety ↳ ICT
Community Services	<ul style="list-style-type: none"> ↳ Facilities Management ↳ Information Services ↳ Upliftment Programmes ↳ Archives and Internal Library ↳ Occupational Health and Safety ↳ Public Transport ↳ Protection Services ↳ Emergency services & Fire Fighting ↳ Safety and Security ↳ Parks and Recreation ↳ Nature Conservation ↳ Public Works ↳ Traffic and Parking ↳ Public Facilities ↳ Refuse Removal ↳ Trade Regulations ↳ Street Trading ↳ Facilities for the accommodation, care and burial of animals ↳ Noise Pollution ↳ Solid Waste Management
Technical Services	<ul style="list-style-type: none"> ↳ Planning ↳ Marketing ↳ Environmental management ↳ Local economic development ↳ Local tourism ↳ Project Management ↳ Industrial Development Planning ↳ Billboard & Display of Advertisements in Public Places ↳ Environmental Affairs ↳ Agriculture & Craft ↳ Water ↳ Electricity

	<ul style="list-style-type: none"> ↳ Sanitation ↳ Solid waste sites ↳ Municipal roads ↳ Business planning ↳ Contracts management ↳ Regulator and monitoring ↳ Implementing agent ↳ Housing (Rural)
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Appendix C: Third Tier Administrative Structure

Third Tier Structure	
Directorate	Director/ Manager (state title and name)
Executive Department	Municipal Manager (Mr KE Gamede)
Financial Services Department	Chief Financial Officer(Mr JV Nkosi)
Corporate Services Department	Director Corporate Services (Mrs NM Mthembu)
Community Services Department	Director Community Services
Executive Department	Manager Development Planning/IDP (Mrs N Thabethe)
Community Services Department	Manager Essential Services & Emergency (Mr DB Mtshali)
Community Services Department	Chief Traffic Officer (Mr DS Mthembu)
Financial Services Department	Manager Finance (Mr VG Mdletshe)
Corporate Services Department	Manager Human Resources (Mrs BA Mkhwanazi)
Corporate Services Department	Manager Council Support & IT (Mr TV Xulu)
Technical Services Department	Manager PMU (Mr TN Xulu)
Technical Services Department	Manager Human Settlements (Mr NMR Magubane)
Technical Services Department	Manager LED (Mr SS Maphanga)
Technical Services Department	Chief Technician (Mr M Sibiya)

Appendix D: Long Term Contracts and Public Private Partnership

Long Term Contracts					
Name of Service Provider (Entity or Municipal Department)	Description of Service Rendered by the Service Provider	Start date of Contract	Expiry date of Contract	Project Manager	R'000
AS and T Protection Services	Provision of Cleaning Services and VIP Protection	01 January 2015	31 December 2017	N/A	R1 045
KRS Logistics	Servicing of Septic Tanks of uMfolozi Municipality	01 April 2010	31 March 2013	N/A	Not Applicable
KRS Logistics	Servicing of Septic Tanks of uMfolozi Municipality	01 May 2013	Month to Month until the SCM Processes has been finalised	N/A	R26
Nomandla Cleaning Services	Provision of Cleaning Services	01 January 2015	31 December 2017	N/A	R709
Mills Fitchet	Preparation of the General Valuation Roll	01 December 2014	30 November 2018	N/A	R727

Mills Fitchet	Preparation of the General Valuation Roll	01 March 2010	28 February 2014	N/A	N/A
Sodla Cleaning Services	Provision of Cleaning Services	01 October 2011	31 December 2014	N/A	R349
BlackWatch Security Services	Provision of Mayoral VIP Protection and General Security Services	24 August 2011	31 December 2015	N/A	R583

Appendix E: Revenue Collection Performance by Vote and by Source

Appendix E1: Revenue Collection Performance by Vote

Vote Description	Revenue Collection Performance by Vote					
	2013/14		2014/15			2014/15 Variance
	Actual	Original Budget	Adjusted Budget	Actual Unaudited	Original Budget	Adjustments Budget
0000/00/2/20/0001	6012	5064	5064	6490	0.22	0.22
0000/00/2/21/1010	684	126	126	932	0.87	0.87
0000/00/2/22/1700	264	296	296	279	-0.06	-0.06
0000/00/2/29/1700	76	111	111	111	0	0
0000/00/2/34/2060	312	250	250	394	0.37	0.37
0000/00/2/41/2171	402	4000	2000	1293	-2.10	-0.55
0000/00/2/25/0301	52392	67439	67439	61126	-0.11	-0.11
0000/00/2/25/0612	1650	1800	1800	1800	0	0
0000/00/2/25/0617	1000	1455	1455	1455	0	0
0000/00/2/25/0616	5000	5000	5000	5000	0	0
0000/00/2/25/0502	20640	23452	38452	38452	0.39	0
0000/00/2/25/0600	890	934	934	934	0	0
0000/00/2/25/0613	372	535	535	535	0	0
	1725	0	0	0	0	0
0000/00/2/25/0619	0	4000	4000	4000	0	0
0000/00/2/25/0620	0	4000	4000	2539	-0.58	-0.58
0000/00/2/25/0621	0	17000	0	0	0	0
0000/00/2/25/0622	0	855	855	855	0	0
0000/00/2/25/0623	0	132	132	126	-0.05	-0.05
0000/00/2/41/2134		1	1	0	1	1
0000/00/2/41/2155		150	150	31	-3.86	-3.86
0000/00/2/41/2170		150	150	213	0.30	0.30
0000/00/2/41/2160		30	30	669	0.96	0.96
Total Revenue by Vote	-	134780	127780	158095	-	-

Appendix E2: Revenue Collection Performance by Source

Description	Revenue Collection Performance by Source R'000					
	2013/14	2014/15			2014/15 Variance	
	Actual	Original Budget	Adjustment Budget	Actual Unaudited	Original Budget	Adjustment Budget
Property rates	6012	5064	5064	6490	0.22	0.22
Property rates – penalties & collection charges	0	0	0	0	0	0
Service Charges – electricity revenue	0	0	0	0	0	0
Service Charges – water revenue	0	0	0	0	0	0
Service Charges – sanitation revenue	0	0	0	0	0	0
Service Charges – refuse revenue	264	296	296	279	-0.06	-0.06
Service Charges – other revenue	0	0	0	0	0	0
Rentals of facilities	76	111	111	111	0	0
Interest earned – external investments	312	250	250	394	0.37	0.37
Interest earned – outstanding debtors	685	126	126	933	0.87	0.87
Dividends received	0	0	0	0	0	0
Fines	402	4000	2000	1293	-2.10	-0.55
Licence and permits	356	0	0	0	0	0
Agency services	0	0	0	0	0	0
Transfers recognised – operational	88859	95150	78150	71831	-0.33	-0.09
Other revenue	1754	331	2551	912	0.63	-1.80
Gains in disposal of PPE	0	0	0	0	0	0
Environmental protection	0	0	0	0	0	0
Total Revenue (excluding capital transfers and contributions)	98720	105327	88547	82243		

Appendix F: Conditional Grants Received: Excluding MIG

Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	
MSIG	890	0	890	0	0	
MAP Admin Capacity	17098		17098			
IDP	94392		94392			
Beach Access Upgrade Grant	300000		300000			
Small Town Rehabilitation	336104	0	336104			
Library Grant	525000	0	525000			
Public Transport Infrastructure and Systems Grant	0	0	0			
Technical Support Grant	1650	0	1650			
FMG	1650000	0	1650000			
EPWP	100000	0	1000000			
Other Specify:		0	0			
INEG	4886904	0	4886904			
Housing Grant	1733161	0	1733161			
Total	13082659		13082659			

Appendix G: Functions of a Municipality

Function	Responsible Body
Air Pollution	Local Municipality/ External Service Provider
Building Regulations	Local Municipality
Child Care Facilities	Local Municipality
Electricity reticulation	District Municipality
Fire Fighting	District Municipality/Local Municipality
Local Tourism	District Municipality/ Local Municipality
Municipal Airports	District Municipality/ Local Municipality
Municipal Planning	District Municipality/ Local Municipality
Municipal Health	District Municipality
Municipal Public Transport	Local Municipality
Storm water management	Local Municipality
Trading Regulation	Local Municipality
Water and Sanitation	District Municipality
Beaches and amenities	Local Municipality
Billboards, display of advertisements in public places	Local Municipality
Cemeteries; funeral parlours and crematorium	Local Municipality
Control of public nuisance	Local Municipality
Control of undertakings selling liquor to public	Local Municipality
Facilities for accommodation, care and burial of animals	Local Municipality
Fencing and fences	Local Municipality
Licensing of dogs	Local Municipality
Licensing and control of undertakings that sell food to the public	N/A
Local amenities	Local Municipality
Markets	Local Municipality
Municipal abattoirs	District Municipality
Municipal Parks and Recreation	Local Municipality
Municipal Roads	Local Municipality
Noise Pollution	Local Municipality
Pounds	Local Municipality
Public Places	Local Municipality
Refuse removal, refuse dump and solid waste disposal	District Municipality/ Local Municipality
Street Trading	Local Municipality
Traffic and Parking	Local Municipality

Conclusion

The Municipality is in accordance with the legislative requirements of the Local Government: Municipal Systems Act, (Act No. 32 of 2000) and the Municipal Finance Management Act (Act No. 56 of 2003), required to report on the performance of the Municipality and present the financial statements for the year under review (2014/15). The Annual Report is a key performance report to the community and other stakeholders that reflects a true, honest and accurate amount of goals set by the Council and the success or otherwise in achieving these goals.

Acronyms/Abbreviations

AFS	Annual Financial Statements
AG	Auditor -General
CIP	Consolidated Infrastructure Plan
COGTA	Corporative Governance and Traditional Affairs
CPMD	Certificate Programme in Management Development
DoE	Department of Energy
DOT	Department Of Transport
EXCO	Executive Committee
FMG	Finance Management Grant
GRAP	Generally Recognised Accounting Practice
IAS	International Accounting Standards
ICT	Information Communications Technology
IDP	Integrated Development Plan
IGR	Intergovernmental Relations
LED	Local Economic Development
LGSETA	Local Government Sectoral Education and Training Authorities
LLF	Local Labour Forum
LUMS	Land Use Management System
MEC	Member of Executive Council
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
MSA	Municipal Systems Act
MTAS	Municipal Turnaround Strategy
NSDP	National Spatial Development Perspective
PMS	Performance Management Systems
SCM	Supply Chain Management
MPAC	Municipal Public Accounts Committee
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework
SMME	Small Medium Micro Enterprise
ULM	uMfolozi Local Municipality
WSP	Workplace Skills Plan
APRC	Audit Performance Risk Committee